

The University of Alabama Huntsville
Graduate Council Meeting
Minutes

Friday/ April 21, 2023
1:00 p.m. in SSB 201

Members Present: Mike Anderson, COE*
Yu Lei, COE
Sophia Marinova, COB
Dylan Baun, CAHS
Joe Conway, CAHS
Tim Newman, COS
John Mecikalski, COS
Tanya Sysoeva, COS
Angela Hollingsworth, CON
Tracy Lakin, CON
Louise O'Keefe, CON*
Lenora Smith, CON
Hamsa Mahafza, CoED
Paul Whitehead, CoED
Jon Hakkila, Chair*

Members Absent: Maria Pour, COE
Nicholas Loyd, COE
Wafa Hakim Orman, COB*
Xiaotong Li, COB
Jodi Price, CAHS*
Rob Griffin, COS*
David Moore, Library*
Janet Waller, Registrar*

Guests: Paul Wolf, Biology
Judith Schneider, Materials Science
Michelle Massey, Graduate School
Susan Knight, Graduate School

*Non-Voting Member

1. Roll Call

A record of attendance was recorded as noted above.

2. Approval of the Agenda

Motion was made by Dr. Angela Hollingsworth to approve the graduate council meeting agenda.
Motion was seconded by Dr. Tim Newman. Motion carried.

3. Approval of the Minutes of the Meeting of March 24, 2023

Motion was made by Dr. Lenora Smith to approve the minutes of the meeting of March 24, 2023.
Motion was seconded by Dr. Tim Newman. Motion carried.

4. Announcements

- a. Events since last graduate council meeting
 - i. Dinner with the Graduate Dean April 3
 - ii. Graduate Poster Session Competition April 5
 - iii. Graduate Catalog editing completed April 14

Dr. Hakkila and the graduate school staff provided information about the graduate focused events listed above.

5. Curricular Items

electives, that don't appear in the catalog; having these lists would make it much easier for students and advisors to navigate acceptable courses for Programs of Study.

8. Zero-Credit-Hour Process

Dr. Hakkila reminded council that for the zero-credit-hour option to work, students MUST meet the deadlines for all required paperwork and for defending the theses/dissertations. He asked council to remind their faculty that the deadlines are the key to making the zero-credit-hour option work.

Dr. Hakkila also reminded council that if the departments have not yet implemented the zero credit-hour option via the course change process, then they can still use the one-credit-hour option (or the lowest hourly option they have available). However, the zero-credit-hour option costs the student nothing, so it's ideal.

9. Time-to-Degree Completion

- a. Time limit
- b. Transfer credit
- c. Leave of absence / Continuous enrollment

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12. Reminder, Re: College Elections for 2024 Graduate Council Representatives
Dr. Hakkila asked council to remind the respective colleges to hold graduate council elections to replace members whose terms end this spring. Ms. Susan Knight will also email a reminder to each college Dean's assistant.
13. For the Good of the Order
n/a
14. Adjourn
The meeting adjourned at 10 p.m.