

GRADUATE AFFAIRS COUNCIL

Friday, December 1, 2017

1:00 p.m. – Heth 043

Attendees: Laura Jacobsen (*presiding & ex officio*), John Brummette, Roann Barris, Brad Bizzell, Matthew Brunner, Virginia Burggraf, Darryl Corey, Scott Dunn, Wendy Eckenrod-Green, Lori Elis, Lauren Flora, Pam Jackson, Kay Johnson, Amanda Kellogg, Kristin Machac, Eric Mesmer, Douglas Mitchell, Iris Mullins, Ruth Riding-Malon, Gary Schirr, Alex Siyufy, Robert Trent

Staff: Patricia Phillips (*recorder*), Penny Brooks, Rebecca Conner, Teri Hills, Alyssa Purdy, Michele Ralston

1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:04 p.m. by Dean Jacobsen.

2. APPROVAL OF MINUTES

A motion was made and seconded to approve the minutes from the November 10, 2017 meeting. The minutes were approved by consensus.

3. ANNOUNCEMENTS

- Dean Jacobsen announced that the Graduate Hooding Ceremony will take place on December 15, 2017 at 5:00 p.m. in the Bondurant Auditorium, with the line-up starting at 4:30 p.m.
- Dean Jacobsen announced that graduate student handbooks should be submitted to Dr. Brummette by Friday, December 8.

4. OLD BUSINESS

- A motion was made to accept the proposal from the Policies and Procedures Committee regarding Internal and External Accelerated Program Options within the graduate catalog. This proposal was initially presented as new business at the November 10, 2017 GAC meeting. After some discussion and a minor edit to include Doctorate degrees, the motion passed by consensus.

5. NEW BUSINESS

- Dean Jacobsen presented four proposals from the Policies and Procedures Committee regarding the following policies:
 - Proposed language for the time limit policy for completing a graduate program
 - Proposed language for regulating the percentage of 500-level courses a student can take in a program
 - Proposed language for graduate requirements for 500-level courses

- Proposed language for student probation and dismissal policy

After discussing each proposal and adding minor edits, they will be sent out to GAC members to be voted upon at the February 2, 2018 meeting.

6. SUBCOMMITTEE REPORTS

- **Graduate Faculty** – No report
- **Academic Course and Program Review** – The minutes from the November 17, 2017 subcommittee meeting were presented by Dr. John Brummette. The report was accepted as presented. (See attached).
- **Policies and Procedures Committee** – Four proposals were presented under “New Business”. Members were asked to review the documents and present any questions to the committee before the next GAC meeting.

7. FOR THE GOOD OF THE ORDER

- Dean Jacobsen announced that a committee will be established to review student applications for the Graduate Student Professional Development Award travel fund. The deadline for application submissions is February 1, 2018.

8. ADJOURN

- Dean Jacobsen adjourned the meeting at 2:09 p.m.

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Friday, November 17, 2017
1:00 p.m. - Heth 018

Present: John Brummette (*ex officio*), Brad Bizzell, Matthew Bruner, Kay Johnson, Kristin Machac, Eric Mesmer, Iris Mullins

Staff: Patricia Phillips (*recorder*)

I. COED

A. Revision of Existing Degree/Certificate Program

1. COED 02-18-103017 Revising the list of courses that students are required to achieve a grade of "B" or better
Approved

II. ENGL

A. Course Deletion

1. ENGL 01-18-111317 Deletion of ENGL 606 **Approved**

III. MKTG

A. Course Prerequisite Change

1. MKTG 01-18-110617 MKTH 630 remove the MKTG 625 prerequisite to MKTG 630 **Approved**

IV. STEL

A. Other Catalog Revisions

1. STEL 01-18-110317 Remove the GRE requirement for admission **Approved**