

## GRADUATE AFFAIRS COUNCIL

Friday, January 20, 2017

1:00 p.m. – Heth 043

**Attendees:** Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), Roann Barris, John Brummette, Matthew Brunner, Joan Dickinson, Mashooq Salehin for Deneen Evans, Lauren Flora, Sertrice Grice, Nicole Hendrix, Pam Jackson, Kay Johnson, Kristin Machac, Eric Mesmer, Ruth Riding-Malon, Paul Witkowsky

**Guests:** Amanda Kellogg, Ellen Taylor

**Staff:** Patricia Phillips (*recorder*), Julienne Boone, Rebecca Conner, Phillip Hardy, Teri Hills, Robert Jennings, Michele Ralston

### 1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:00 p.m. by Dr. Dennis Grady.

### 2. MINUTES

A motion was made and seconded to approve the minutes from the December 2, 2016 meeting. The minutes were approved by consensus.

### 3. ANNOUNCEMENTS

- Dean Grady gave an update on the Strategic Planning and the vision going forward.
- Dr. Laura Jacobsen gave an update on the Economic Development and Community Partnership subgroup of the Strategic Planning team.
- Dean Grady announced that the web page migration will begin next week. Psychology has asked that they be migrated a little later, due to accreditation issues. Discussion took place on the department's role in the migration process. Dr. Jacobsen stated that the process will take some time since there is a lot of work involved for Meghan Williams.
- It was announced that applications have been received for the Admissions Technician positions. Interviews will take place next week and hopefully an announcement will be made at the next GAC meeting.
- Dean Grady stated that there is approximately \$17,000 - \$18,000 left in recruitment funding that needs to be spent. If money is not spent by late March or early April, it will be reallocated to the Graduate College for other purposes.
- Dr. Jacobsen announced that graduate enrollment projections need to be submitted to the Graduate College by January 24, 2017. Our projections will be submitted to Institutional Research for eventual submission to SCHEV.

- Dr. Laura Jacobsen talked about graduate video productions that will be taking place. Form A was sent to programs and needs to be completed and returned to University Relations. Forms B & C will come out closer to when production is scheduled.
- Dr. Jacobsen reminded members of the GAC that they have received assistantship allocations and they need to get names to Michele as soon as possible.
- Dean Grady announced that next week members will be receiving an email from Rebecca Conner regarding who else in your program needs access to Prospect.
- Dean Grady updated GAC as to the status of various proposals at SCHEV. Occupational Therapy Doctorate will have site visits the first week of February. The Education Doctorate is still at SCHEV and we have not received any word on that program.

#### **4. New Business**

- Dr. Laura Jacobsen presented information regarding the format of thesis submitted for MFA. A motion was made and seconded to send to the Policies and Procedures Committee for review. Motion passed by consensus.

#### **5. SUBCOMMITTEE REPORTS**

- **Graduate Faculty** – A report of 7 graduate faculty application were processed since the last GAC meeting on December 2, 2016. The report was accepted as presented. (See attached).
- **Academic Course and Program Review** – No report at this time.
- **Policies and Procedures Committee** – No report at this time.

#### **6. FOR THE GOOD OF THE ORDER**

- Sertrice Grice announced that there will be a Graduate Student Council meeting next Wednesday, January 25, 2017, at 5:30 in the Bonnie room 229.

#### **7. ADJOURN**

Dr. Grady adjourned the meeting at 1:37 p.m.

**January 20, 2017**  
**Graduate Faculty Application Status**  
(Approved Since Last Graduate Affairs Council Meeting)

**Full Graduate Faculty Status - 5 year term**

<b>Name</b>	<b>Dept</b>	<b>Limitation(s)</b>
Eric Mesmer	PSYC	
Daniel Woods	ENGL	
Susan Schoppelrey	SOWK	
Melissa Lisanti	STEL	
Amanda Bozack	STEL	
Ian Barland	ITEC	

**Associate Graduate Faculty Status - 3 year term**

<b>Name</b>	<b>Dept</b>	<b>Limitation(s)</b>
Michael Meindl	COMM	COMS 635, COMS 698 (Committee Member)