

Graduate Executive Committee Meeting Minutes

October 25, 2018

MEETING LOCATION: 3007 Converse

Present: Elvan Aktas (also proxy for Nancy Swanson for Fall 2018), Shirley Andrews, Jeremy Bauer, Luis Bejarano (also proxy for Anne Price), Matthew Carter, Maren Clegg-Hyer, Dorea Cook, JT Cox, Becky da Cruz, Herb Fiester, Matt Grant, Dixie Haggard, Matt Carter (also proxy for Kelly Heckaman), Mitch Lockhart, Jerry Merwin, Linda Most (also proxy for Linda Jurczak), Michael Webster (also proxy for Michelle Ritter)

Guests: Rebecca Petrella, Ernest Smith, Natalie Evans, Marci Marshall, Ashley Williams

The meeting was called to order by Dr. Becky da Cruz at 2:00 pm.

Minutes from September 27, 2018 were approved.

College of Humanities and Social Sciences

English Curriculum Changes: All curriculum was taken together. There are two different graduate programs. Graduate students weren't sure which courses to sign up for so the department cleaned up nomenclature, etc. to eliminate issues.

Revised Course – ENGL 7005 Introduction to Graduate Study for Middle and Secondary English Teachers: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 7001: British Literature for Language Arts Teachers: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 7200: American Literature for Language Arts Teachers: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 7400: Multicultural Literature for Language Arts Teachers: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 7710: English Language Change Past and Present: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8100: Special Topics in British Literature: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8200: Special Topics in American Literature: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8400: Special Topics in Creative Writing: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8610: History of Rhetorical Theory: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8710: Language in School, Community, and Society: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8720: English Language Learners: Motion was made to approve; seconded. The proposal was approved.

Revised Course – ENGL 8300: Seminar in Special Topics: Course geared toward folks writing dissertations, etc. Motion was made to approve; seconded. The proposal was approved with friendly edits.

New Course – ENGL 8310: Seminar in Special Topics: Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – MA in English (Application Deadlines): Previous deadlines were so late it put a lot of pressure on everyone. Moving the deadline takes the pressure off. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – MA in English (Requirements): Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – MAESLAT (Requirements): Added more language to explain the program fully. Motion was made to approve; seconded. The proposal was approved.

All Graduate Programs

Curriculum Change – Official Transcripts: Removing the need for undergraduate transcripts for EDS and Doctoral students. Motion was made to approve; seconded. The proposal was approved with friendly amendments.

Sub Committee Report

- Graduate Student Success – Jeremy Bauer chairing. Initial meeting next week, November 1st at 1PM.
- Dissertation Task Force – Ad-Hoc Committee. Dr. da Cruz chairing. Dissertation dive-ins are up and running. 7 students are currently enrolled. Dates for Spring 2019 are coming soon.
- Graduate Appeals – Ad-Hoc Committee. Currently no chair
- Graduate Faculty Scholarship – Ernest chairing. We have allocated close to \$6,000 so far. Would like to end up around \$10,000-\$12,000 so please turn in applications if you have them.
- Graduate Faculty Membership – Ernest chairing. Still awaiting some responses from committee members and some further discussion.

Other Business/Topics from the Floor

1. Association of Graduate Students (AGS) updated – Murder Mystery game is tomorrow for Graduate and Undergraduate students. Also asked for anyone interested in hosting workshops for November to please contact Ashley Williams (AGS President). They are looking at potentially having a Graduate Career Fair. So far their SGA funding and allocation has not been confirmed.
2. TAP Deadlines – Reminder to registrar sooner. The consensus from the room was that this is a good thing due to the wait list in the past.
3. Course Sub/Transfer Credit Forms – The Graduate School is asking that all departments use the registrars official Course Substitution Form for consistency whether they are substituting a VSU course, looking at transfer credit from another institution, or transferring between Master, EDS, and Doctoral programs internally. You can write elective if there isn't a clearly defined course that you are substituting the transfer credit in for.
4. Summer GA Appointments – Renewals are due November 16th. GA's need to get their forms in sooner. The Supervisor title is being taken off all Graduate Assistant forms and will not just list Time-Approver as the sign off on paperwork.
5. Catalog Edits (7 Year Rule) – Discussion about adding in some flexibility in the catalog language to put decision making back with the departments and allow wiggle room. Ad-Hoc Policy Committee was formed with Jerry Merwin, Herb Fiester, Dixie Haggard, Becky da Cruz, and Ernest Smith to research historical relevance of 7-year rule and develop catalog language to update current rule.
6. Catalog Edits (Attendance and Absence Language) – For online classes at the Undergraduate level they have to verify attendance. We are looking at copying that language into the Graduate Catalog with the exception of the quotation marks. Motion was made to approve to get it added to the catalog; seconded.
7. GPA and Transcript Updates – Most programs have responded. Most are okay with using the final transcript from the last institution attended. As long as the transcript lists out the grades for all credits (transfer, etc.). There are a couple programs who may want something slightly different but we are still awaiting responses.
8. Other – None

Motion was made to adjourn at 3:26 pm.

Ernest Smith

Ernest Smith, Recorder

Becky K. da Cruz

Becky K. da Cruz, Associate Provost for Graduate
Graduate Studies and Research