

Graduate Executive Committee Meeting Minutes
February 14, 2019
MEETING LOCATION: 3007 Converse

Present: Elvan Aktas (proxy for Nancy Swanson), Shirley Andrews (proxy for Kelly Heckaman, Jeremy Bauer, Matthew Carter, Maren Clegg-Hyer, Luis Bejarano, Dorea Cook, Becky da Cruz, Diane Holliman (proxy for Phil Dybicz), Herb Fiester, Sonya Sanderson (proxy for Matt Grant), Dixie Haggard, Mitch Lockhart, Jerry Merwin, Linda Most, David Nelson

Guests: Ernest Smith, Rebecca Petrella, Shantel Williams, Marci Marshall, Natalie Kuhlmann, Ashley Williams, Doug Farwell, Eugene Asola

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

Minutes from January 17 were approved.

College of the Arts

New Course – MUE 7810: Employed Teacher Internship in Music Education I: New program started last year. Internship allows students to complete within 1 year. Only for full time teachers. They will be advised accordingly. Motion was made to approve; seconded. The proposal was approved with edits.

New Course – MUE 7820: Employed Teacher Internship in Music Education II: Motion was made to approve; seconded. The proposal was approved with edits.

Curriculum Change – Masters of Arts in Teaching Music Education (adding teacher internships): Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy/Curriculum Change – Certificate for Teaching College Communication/Media: Motion was made to approve; seconded. The proposal was approved with edits.

Curriculum Change – Master of Arts in Communication (change to guided electives): Creating a 30-hour certificate track. Motion was made to approve; seconded. The proposal was approved with edits.

Deactivate Course – COMM 7700: Special Topics: Motion was made to approve; seconded. The proposal was approved.

New Course – MAIC 6550: Communication Practicum: Motion was made to approve; seconded. The proposal was approved.

College of Business Administration

Curriculum Change – MBA (adding Accelerated Undergraduate-to-Graduate Track): Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – MBA (adding Accelerated Undergraduate-to-Graduate Track): Motion was made to approve; seconded. The proposal was approved.

Curriculum Change – M.Acc. (adding Accelerated Undergraduate-to-Graduate Track): Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – M.Acc. (admissions requirements for Accelerated Track): Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – M.Acc. (deficiency point/dismissal updates): Motion was made to approve; seconded. The proposal was approved.

Sub Committee Report

- Graduate Student Success – Dr. Bauer gave update. He will be sending an email with documents for review. The application for the Graduate Student Council is in the works. Once accepted they will be able to ask for an operating budget, etc. He will also be sending out a survey to all regarding retention, barriers to student success, and barriers to individual programs, etc.
- Dissertation Task Force – N/A
- Graduate Appeals – N/A
- Graduate Faculty Scholarship – Ernest gave update. Currently allocated around \$11,000-\$12,000. We will still accept applications but approval is pending finalized budget calculations.
- Graduate Faculty Membership – Dr. Most gave update regarding Graduate Faculty status best practices, etc. The sub-committee voted on having no changes.

Other Business/Topics from the Floor

1. Graduation Updates – Dr. da Cruz briefed everyone regarding the changes to the hooding of Masters students. Plenty of feedback from the group with the consensus being that they would like to continue hooding all graduate students on the stage.
2. CITI Training – Discussion regarding requiring CITI training for all graduate faculty. This has been tabled for now due to feedback received.

3. Graduate Research Symposium Updates – Nomination deadline is March 11th.
4. Graduate Assistant Interview Day – February 25th 9am-5pm. Interview rooms will be open from 9am-12pm for programs who would like to schedule them. This is an opportunity to recruit interested students as well as interview potential Graduate Assistants.
5. Graduate Admissions Updates – Academic Committee has approved transcript requirement changes. No changes to radius timeline.
6. Association of Graduate Students Updates – Ashley briefed the group on upcoming meeting and future planned events. Also discussed petitioning the President to continue allowing the hooding of all graduate students.
7. Other – N/A

Motion was made to adjourn at 3:17 pm.

Ernest Smith

Ernest Smith, Recorder

Becky K. da Cruz

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