

Graduate Executive Committee Meeting Minutes  
November 16, 2023  
MEETING LOCATION: Odum Library 1604

Present: Becky da Cruz, Debra Gresham, Ann Greenfield, Dixie Haggard, Zhong (Beibei) Lin, Lenese Colson, Kelly Davidson, Michelle Ritter, Arrington Stoll, Md Ruhul Amin, Lynn Crump, Chris Downing, Matt Grant, Mitch Lockhart, Connie Porcaro, Keith Lee, Mitch Lockhart

Proxy: Matthew Grant for John Lairsey, Kelly Davidson for Fred Knowles, Zhong (Beibei) Lin for Arrington Stoll

Guests: Rebecca Petrella, Crystal Marshall, and Tyler Cosper

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

Minutes from October 19, 2023 were approved. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved - 0 opposed – 0 abstained

## **College of Education and Human Services**

### **Department of Communication Sciences and Disorders**

*Request for New Course (Catalog):* CSD Directed Study-SLPD 9600- This course will allow students to retake the course as needed to provide directed study on unique topics. Keith Lee motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

### **Human Services**

*Request for Website revision-(website):* Social Work- (Admission Tab)- Link corrections and no longer want to offer spring admission. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

*Request for Website revision-(website):* Master of Social Work (M.S.W.)-Advanced Standing-Admission Tab- Link corrections and text updates. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

*Request for Website revision-(website):* Social Work Program-(Other)-Clarification and updates. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

*Request for Website revision-(website):* Master of Social Work-M.S.W. (Overview Tab)-Wording updates to reflect current terms and trends. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

*Request for Website revision-(website):* Master of Social Work-M.S.W. Advanced Standing (Overview Tab)- Updating the name of social work cohorts. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

## LTWD

Request for Revised Course (Catalog): ACED 7620- In an attempt to be more efficient with faculty resources, the change in description and title is needed to facilitate use of ACED 7620 as an elective for other programs. Once the requested change is made, courses like ITED 8600, which is required in some of our department programs, can be offered less often and ACED 7620 used as a course substitution. The same textbook is used for both courses and basic program evaluation is the central focus of both courses. New course title/description is more appropriate for demonstrating alignment of the course content to other program's standards. Dixie Haggard motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Revised Catalog (Catalog): M.Ed. in Instructional Technology (Instructional Technology and Training Concentration)- Catalog change due to the frequency of ITED 8600 offerings. ITED 8600 is similar to ACED 7620, which uses the same textbook and focuses on program evaluation. Mitch Lockhart motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Revised Catalog (Catalog): Master of Education with a Major in Adult and Career Education- Catalog change due to the course title change of ACED 7620. Mitch Lockhart motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Revised Catalog (Catalog): M. Ed. Educational Leadership-Higher Education Leadership- The Higher Education Leadership program is moving HEDL 7921: Internship Preparation in Higher Education Leadership from a required course to an elective course. In Fall 2023, the program moved to an online modality. With this, many of our incoming students are full-time professionals working in higher education. They have gained the practical experience they would have in the internship through their full-time work. Further, many of their work schedules do not accommodate internship work. Students who wish to take HEDL 7921 may do so as one of their Guided Elective options. Mitch Lockhart motioned to approve. Michelle Ritter seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Website Revision (website): Education Specialist (ED.S.) in Educational Leadership-Tier II Performance-Based (Admission Tab)- Further clarification of information for online applicants. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Website Revision (website): Education Specialist (ED.S.) in Educational Leadership-Tier II Performance-Based (Graduate & Retention Tab)- Further clarification of information for online applicants. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Website Revision (website): Graduation Requirements-Education Specialist Programs- Further clarification of information for online applicants. In addition, this page contains repeated information about the EDL Ed.S. program; one is under the M.Ed. Program, and the other is in the section of Education Specialist Programs. Please remove Ed.S. requirements from under the M.Ed. program graduation requirements and keep the info in the Education Specialist Programs section further down the page. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Website Revision (website): Master of Education (M.Ed.) in Educational Leadership-Tier I P-12 Leadership (Admission Tab)- Further clarification of information for online applicants. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

Request for Website Revision (website): Master of Education (M.Ed.) in Educational Leadership-Tier I P-12 Leadership (Graduate & Retention Tab)- Further clarification of information for online applicants. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

## MLIS

*Request for New Course (Catalog): Fiction Genres for Adults-7410-* This has been a special topic course for two years and identified as an area of both interest to students and need for LIS professionals who serve adult readers in public and academic library settings. Matthew Grant motioned to approve. Dixie Haggard seconded. Motion passed: 19 approved – 0 opposed – 0 abstained.

### **Sub/Committee Reports**

- **Graduate Student Success** –Dr. da Cruz reminded the committee that the Graduate Student Kickoff will be held on January 4<sup>th</sup>. And that Notifying students via Slate is working better than just strictly email. Chris Downing stated that there will not be any breakout rooms for in-person and online students, but that all students will attend the same online panel.
- **Doctoral Program Sub-Committee-** No Update
- **Graduate Appeals-**No update
- **Graduate Faculty Scholarship-**The committee was reminded that the deadline to apply for funds is February 9<sup>th</sup>.
- **Graduate Faculty Membership-** Applications are due March 8<sup>th</sup>, and the forms are being updated to be more streamlined. Discussions were held regarding more incentives for faculty to pursue full membership. Full membership may become mandatory in the future, and there may be a system implemented which will notify professors when their temporary status is up 6 months in advance.

### **Other Business/Topics from the floor**

- **Graduate Admissions Update-** Rebecca stated that the application fee has been waived this month (November), and there has been an increase in international applications. Slate has been very helpful with the communication to new applicants.
- **Graduate Assistant Update-** Dr. da Cruz stated that the spring applications have been reviewed
- **AGS & SGA Updates-** The next AGS meeting is November 27<sup>th</sup>. Dr. Peguesse will speak on mindfulness and meditation. A distress basket will be raffled off as well.
- **Marketing-** There is a new webmaster and a new committee has been formed for marketing. Dr. da Cruz will represent the grad programs on the committee and is looking for more ideas for marketing the grad programs. Some of the members stated that the advertisements for grad programs should be more specific, as opposed to our broad advertisements that advertise the University as a whole. One member suggested that we extend our in-state tuition waiver for grad programs to all bordering states.
- **Accelerated Programs:** Dr. da Cruz mentioned that she would like to see more programs implement these, and noted that Senior undergrads can take graduate-level courses.
- **Dual Degrees:** Currently the only dual degree grad programs are MBA and DNP. Dr. da Cruz stated that she would like to see if more of these dual degrees can be created. One member asked if there was a lower limit on how many credit hours per half of a degree would be needed, and suggested 18 credit hours minimum.
- **Items from the Floor-** The committee was reminded that the Graduate Research Symposium is April 5<sup>th</sup>, Grad Faculty needs to promote this to their students and emphasize that this is a competition with prizes.

Motion made to adjourn at 3:21 pm

Next AC Meeting: January 8<sup>th</sup>, 2024

Next GEC Meeting: January 25<sup>th</sup>, 2024

X *Darli DeVane*

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Darli DeVane  
Administrative Coordinator

X *Becky K. da Cruz*

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Dr. Becky da Cruz, Associate Provost  
for Graduate Studies & Research