

GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES

January 21, 2016

Meeting Location: 3007 Converse Hall

Present: Shirley Andrews, Jennifer Beal-Alvarez, Jennifer Branscome, Phillip Dybicz, Iris Ellis, Herb Fiester, Melissa Grady, Matthew Grant, Dixie Haggard, Fred Knowles, James LaPlant (presiding), Jim Loughry, David Nelson, Michelle Ritter, Mel Schnake, Nancy Swanson, Sherman Yehl. Guests: Samantha Hartman, Rebecca Petrella, Teresa Williams.

The meeting was called to order by Dr. James LaPlant at 2:03 PM.

Minutes from the November 19, 2015 meeting were approved.

College of Arts & Sciences

New Courses – BIOL 5530, 5860: Jim Loughry said that the courses were once taught as special topics. The faculty are now assigning the courses their own numbers. Motion was made to approve; seconded. The proposals were approved.

Other Business

1. Update: MAT in Music Ed approved by the BOR for fall 2016. This degree program will be considered a pilot program for the state.
2. Deactivation vs Termination of a Program/Course: The academic committee is reviewing the BOR meaning of deactivation vs termination of a course or program. If deactivating a program/course, the program/course is suspended, no longer accepting applications but students in the pipeline will be allowed to finish their degrees. Departments need to determine after two years if the program/course should be terminated.
3. Update: Graduate vs Undergraduate E-mail – The Provost's Office agreed that the two lists will be separated to avoid too much clutter and confusion in graduate students' inboxes. Other deans championed this idea.
4. 2016 Graduate Student Symposium Call for Nominations: This year's symposium is scheduled for Friday, April 22, 2016 in the UC. A call for nominations will be sent to the GEC via e-mail for distribution to colleagues. The deadline to submit nominations is March 4.
5. Graduate Program Marketing: James LaPlant said that he is still taking requests for marketing funds, having close to \$10,000 projects. Submit requests to him by February 22. Also, the Graduate Student Travel Fund is being utilized; will add to the allocated \$5,000 for this fiscal year.

6. Graduation Update: Teresa Williams recently met with Sage Archer from Event Services about changes in commencement. On Saturday, May 7, there will be a separate Graduate School convocation at 10:00 am on the front lawn (West Hall). The larger commencement will take place on the same day at 8:00 pm in Bazemore-Hyder Stadium on Williams Street. Hooding will take place only at the 10:00 am convocation. Other colleges will also hold outdoor convocations. If there is rain, clear ponchos will be distributed. If severe weather, ceremonies will be moved to the PE Complex. Announcements will be forthcoming from President Staton.
7. Dual Admission Question: Sherman Yehl asked if dual admission to graduate program was possible, and if so, does the student have to submit two applications? Can students be enrolled in two programs at the same time? Rebecca Petrella responded that students can have a “primary” curriculum and a “secondary” curriculum. Some programs are restricted by major. Or a department can create a form similar to what the COEHS uses for those applying to endorsement programs. Check with your respective colleges to see if they will allow this.
8. Grading Scales at the Graduate Level: Michelle Ritter asked what other programs used as grading scales. GEC members agreed that it was up to the instructor of record for the course, or departmental guidelines.

Motion was made to adjourn, seconded, at 2:55 pm.

Teresa Williams
Teresa Williams, Recorder

James T. LaPlant
James T. LaPlant, Ph.D., AVP for Research
and Dean of the Graduate School