

## GRADUATE AFFAIRS COUNCIL

Friday, April 4, 2014  
1:00 p.m. – Heth Hall 043

**PRESENT:** Laura Jacobsen (*ex officio/presiding*), Brad Bizzell, John Brummette, Matthew Brunner, Jeff Chase, Joan Dickinson, Rana Duncan-Daston, Lori Elis, Lauren Flora, James Gumaer, Sarah Hastings, Rodrigo Hernandez, Kay Johnson, Kristan Morrison, Ed Swanson, Brenda Tyler, Patricia Winter, Paul Witkowsky  
**Staff:** Patricia Phillips (*recorder*), Julie Boone, Becca Conner, Donna Spradlin

### 1. CALL TO ORDER/INTRODUCTIONS

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

### 2. MINUTES

A motion was made and seconded to approve the minutes from the March 7, 2014 GAC meeting. The minutes were approved by consensus.

### 3. ANNOUNCEMENTS

- Becca Conner announced that the Graduate College will be raising the minimum standards on test scores; TOEFL will be raised to approximately 90 and IELTS will be raised to approximately 7.0. The rise in scores will take effect the next catalog year.
- Annual changes to the Graduate Admissions application are being accepted now. These changes will be submitted to the vendor of “Admit” at the end of this month or the beginning of May. This process helps customize the application for each program.
- It was announced that Julie Boone accepted the position of Admissions Manager. Her former position of Admissions Technician is being advertised at this time. The Graduate Student Support Specialist position is being advertised again until April 7<sup>th</sup>.
- Dr. Jacobsen announced that Waldron College of Health and Human Services will have a seat deposit of \$500 in place for Fall 2015. If any other programs would like to have a seat deposit, please let her know.
- The continuous enrollment fee has been changed from the cost of one credit hour to a flat rate of \$50. This fee has been in effect since fall semester and is listed in the Graduate Catalog.
- It has been suggested that there be a summer retreat for Program Coordinators/GAC and the Graduate College. This retreat would be a brainstorming session on various topics with the Graduate College. More information will be forthcoming.

- The Graduate College optimistically awaits information about travel funding for Graduate Students depending upon how the budget looks for next year
- Recommendations are needed for college level awards, to be presented at Commencement.
- Commencement will be held Friday, May 9<sup>th</sup> at 5:00 at the Dedmon Center. Line-up will begin at 4:15 p.m. Please make sure that graduating students know that only one faculty member can hood them at the ceremony.
- Please note that Laura Francis is the new Thesis/Dissertation reviewer and she can be reached at [lf@laurafrancis.com](mailto:lf@laurafrancis.com)
- Dr. Jacobsen announced that the Summer Program Coordinator stipends have been approved by the Deans of the colleges. The amounts per college remained the same as last year, but there were several changes in individual stipend amounts, as recommended by respective Deans.

#### 4. NEW BUSINESS

- The following motion was tabled at the March 1, 2013 GAC meeting: *Continuous enrollment is required of students who have completed all course requirements but have not applied to graduate, excluding summers. A student must be enrolled in at least one continuous enrollment or other graduate credit during the term in which they graduate.*
  - A motion was made to suspend the rules to discuss the motion as old business. Motion passed by consensus.
    - The motion was then presented as old business and opened for discussion. Discussion ensued.
      - A motion was made to amend the above motion to change “degree” to “course”. Motion passed by consensus. Discussion continued.
        - Motion was voted upon as amended, and passed by consensus.
- Dr. Jacobsen discussed ideas of graduate student engagement. Ideas that were brought forward were: reviving the Graduate Student Council, Dean’s meetings or lunches with students, sharing ideas across programs for “what works” in student engagement, having outlets such as the 3-minute thesis competition for graduate students to present research. In an informal conversation, there was little support for reviving the Graduate Student Council, given perceptions of student interest at the program or department level but less so at the university level.

**5. SUBCOMMITTEE REPORTS**

**Graduate Faculty** – A report of 6 graduate faculty applications were processed since the last GAC meeting on March 7, 2014. The report was accepted as presented. (See attached).

**Academic Course and Program Review** – Dr. Jacobsen presented the report from the March 21<sup>st</sup> subcommittee meeting, as attached. The report was approved as presented.

**Policies and Procedures Committee** – No report

**6. ADJOURN**

Dr. Jacobsen adjourned the meeting at 1:48 p.m.

**April 4, 2014**

**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>
Clarence Rose	Finance	
Niels Christensen	Psychology	
Frank Napolitano	English	

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

<b>Name</b>	<b>Dept</b>	<b>Limitation(s)</b>
Vanessa Haskins	Special Education	EDSP 791, 792
Mary Henslee	Social Work	SOWK 631, 632, 641, 642, 783, 784, 791, 792
Carlos Elias	Economics	ECON 695

**MINUTES**  
**ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE**  
**Friday, March 21, 2014**  
**1:00 p.m. – Heth 018**

**PRESENT:** Laura Jacobsen (presiding), Brad Bizzell, Matthew Brunner, Lauren Flora, Rodrigo Hernandez, Kay Johnson, Eric Mesmer, Patricia Winter

**Staff:** Patricia Phillips (recorder)

**Guest:** Joan Dickenson

**I. AHPT**

**A. Course Number Change/Other Catalog Revision**

1. AHPT 03-14-031014 **Approved**

**II. COBE**

**A. New Course Proposal**

1. COBE 01-14-031014 COBE 6XX “The Business of Aging”  
**Approved**

**III. COSD**

**A. Program Revision/New Course Proposal**

1. COSD 01-14-022814 COSD 635 “Written Language for Children With Communicative Challenges” **Approved**

**IV. DSN**

**A. Course Description Change**

1. DSN 01-14-022114 DSN 611 **Approved**

**B. Course Prerequisite Change**

1. DSN 02-14-022814 DSN 740 **Approved**

**C. New Course Proposal**

1. DSN 03-14-022114 DSN 615 “Reading in Design Thinking”  
**Approved**

2. DSN 04-14-022114 DSN 698 "Directed Study" **Approved**

V. **SOWK**

A. **Other Catalog Revisions**

1. SOWK 01-14-022814 **Approved**