

# SCHOOL OF GRADUATE STUDIES

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## Graduate Council Minutes

September 18, 2014

Tribute Room Room-University Center, 8:30 a.m.

**Members:** Present: McAllister, presiding; Bawaneh, Brown-Haims, Brune, Gathman, Grueneberg, Heischmidt, Hosselkus, Humphrey, Kadri, Mardanov, McCollum, McFerron, Odegard-Koester, Roberts, Starrett, Walling, Wang. **Visitors:** Syed Saleeha (Intern)

1. Dr. McAllister called the meeting to order. With this being the first meeting of the academic year, Dr. McAllister asked each council member to make a brief introduction. A motion was made to approve the minutes from April 17, 2014 (motion approved by Brown-Haims/Heischmidt). Minutes were then approved by the Council.
2. Reports:
  - a. **Dean's Report:**

Dr. McAllister mentioned the continuous graduate enrollment for credit and the need for Graduate Council to discuss this. McAllister noted the council has plenty of time to review prior to the revision of the Graduate Bulletin.
  - b. **Committee Reports:**

As a new year is beginning, no committee reports were made. However, Dr. McAllister noted each committee has been assigned a new charge for AY 15:

**Curriculum Committee:** Evaluate textbook rental for graduate students enrolled in 500 level courses, who are currently required to purchase the book while undergraduate in the same class rent.

**Academic Standards Committee:** Consider increasing the number of transfer hours accepted from 9 to 12, aligning with accelerated degree credit, and continuing to require at least 50% of the degree credit awarded by Southeast. Consider eliminating the "C" grade condition that places a student on academic probation while retaining the 3.0 requirement.

**Assessment Committee:** Assess the credit hour equivalency of GR 603.
  - c. After presenting the charge for each committee, Dr. McAllister gave the council members an opportunity to sign up for the committee of his/her choice.
3. Action Items:
  - a. New Course: CP 692 – Program Evaluation for School Counselors (motion to approve by Heischmidt/Roberts). Approved by the Council.
  - b. New Program: Psychological Examiner Certificate (motion to approve by Starrett/Heischmidt). Approved by the Council.
4. Informational Items:
  - a. Dr. McAllister noted the revised admissions requirements for the Master of Arts in Elementary Education or Master of Arts in Exceptional Child to align with the new DESE standards. These were minor revisions and were submitted late last academic year. Alisa McFerron from Graduate Admissions noted the change involved the qualifying score to enter the program.

- b. Recommendation for Graduate Faculty Status:
- |                       |                                  |         |
|-----------------------|----------------------------------|---------|
| • Adjei, Frederick A. | Economics and Finance            | Regular |
| • Blasdell, Raleigh   | Criminal Justice and Sociology   | Regular |
| • Brubaker, James     | English                          | Regular |
| • Davis, Susan        | Elementary, Early & Special Educ | Regular |
| • Gray, Natallia      | Economics and Finance            | Regular |
| • Kurzhals, Rebecca   | Biology                          | Regular |
| • Nicholls, Gillian   | Accounting                       | Regular |
| • Phelps, Quinton     | Biology                          | Regular |
| • Roberts, Foster     | Management and Marketing         | Regular |
| • Severton, Jamie     | Elementary, Early & Special Educ | Regular |
| • Tanz, Michelle      | Nursing                          | Regular |

5. Other:

- a. Excellence in Teaching and Researching Awards. A cover memo along with guidelines for each award were sent to department chairs, administrative assistants and Graduate Council members. The due date for submissions is Friday, October 24<sup>th</sup>.
- b. Dr. Mcallister offered the opportunity for each Graduate Council member to share issues their departments will be facing in this academic year:
- Erika Hosselkus from History noted a program change will be taking place this year.
  - Jeremy Walling from the MPA program noted the addition of an accelerated degree program.
  - Ruth Ann Roberts from the College of Education noted their College Council will be very busy with approvals to review.
  - Melissa Odegard-Koester from the College of Education noted additional certifications for approval this year.
  - Allen Gathman from Online Learning noted all online courses will need to be QM (Quality Matters) certified by Fall 2017. He noted this process will begin in Spring 2016 with course reviews and cohort training.
  - Julie Grueneberg from the Registrar's Office requested everyone to continue promoting Degree Works wherever possible.

The meeting was adjourned by Dr. McAllister.

**The next Graduate Council meeting will be held Thursday, October 30, 2014 in Dempster Hall 102.**