

# SCHOOL OF GRADUATE STUDIES

---

## Graduate Council Minutes

March 28, 2013

Dempster 102, 8:30 a.m.

Members Present: Eddleman, presiding; Backer, Brune, Caldwell, Eaton, Freshwater, Fulkerson, Gathman, Grueneberg, Gunn, Gupta, Heischmidt, Judd, McFerron, Odegard-Koester, Roberts, Starrett, Veneziano Zen. Visitors: Dr. Julie Ray

A. The Minutes of February 2i, 2013 meeting were approved (Freshwater, Gathman)

### B. Reports:

Dean -

1. Eddleman stated the Deans should have informed their departments about the changes taking place in the Provost's Office. Dean McDougall will become the Interim Provost while Chuck McAllister will fill the position of Dean of the College of Business. Dr. Eddleman will continue in his capacity as Vice Provost/Dean of Graduate Studies. However, he will begin taking on additional jobs including, but not limited to, supervision of Online Learning and Extended Learning. The Autism Center and Lift for Life will be moved to the College of Education.
2. Eddleman stated the process for electing a new Provost will begin soon.
3. Eddleman reminded the Council that the electronic thesis process will begin this semester. He emphasized that because of this, deadlines have shifted. This allows our reader time to review and students time to make revisions. Once complete the signature sheet, signed by Dr. Eddleman, will be scanned along with the thesis into a PDF document.
4. Eddleman mentioned he met with the department of Athletics yesterday to review criteria for Graduate Assistant contracts. Eddleman provided a handout (see attached) outlining the points covered.
5. Eddleman mentioned election of new members for Graduate Council should be taking place in the departments. Some terms are expiring at the end of this semester. It is the Dean's responsibility to run those elections. It was also noted Graduate Council members cannot succeed themselves.
6. Eddleman mentioned the Graduate Studies website should be up-to-date. He also mentioned the recent posting of the revised Graduate Bulletin.

Academic Standards Committee Report (Brune): No report

Curriculum Committee Report (Heischmidt): No report

Assessment Committee Report (Judd): No report

### C. Action Items:

1. The Program Change *Master of Arts in Elementary Education – Math Specialist Emphasis Added*. Dr. Julie Ray shared with the Council the basis of this change. She stated it is not new degree but a new emphasis. This emphasis involves taking three additional courses in addition to the 24 hours required for the statewide collaborative. A motion to approve was made by Gathman and Freshwater. Program change approved.

2. New Program – Autism Spectrum Disorder Certificate. Dr. Julie Ray also presented information on this program. She notes that in 2009 an Autism Certification was put in place but was transcribed. This program will formalize the certification allowing it to be placed on the students' transcripts. Dr. Ray also noted these courses are now available online. A motion to approve the program change was made by Gathman and Freshwater. Program approved.

D. Informational Items:

1. Courses for Electronic Vote

- a. BA 560 - Topics in International Business – Course Revision
- b. BI/EV 625 - GIS Planning for Emergency Management
- c. BI/EV 647 - Disaster/Emergency Management & Planning
- d. BI/EV 648 - Disaster/Emergency Planning & Responses
- e. BI/EV 649 - Vulnerability, Risk Reduction, and Critical Incident Management
- f. BI/EV 656 – Fundamental Risk Communication in Emergency Management

All the above courses were approved pending minor corrections to the syllabi.

3. Graduate Faculty Approved:

- a. Diana Rogers-Adkinson – College of Education – Regular
- b. Roger C. Arpin – English – Associate

- E. Julie Gruenberg, Registrar's Office, stated enrollment for Fall, 2013 begins Friday. Students should enroll in everything first before making application. She also mentioned the graduation application goes on file to the advisor of record. Gruenberg stated departments need to make sure the advisor is accurate. Lists of advisees is available through the Registrar's Office.

Eddleman mentioned students taking GR 698, 699 or 799 by itself will have to pay a fee. Gruenberg stated this fee will only be assessed one time.

Meeting adjourned (Gathman, Gupta)