

Graduate Committee Meeting Minutes – April 4, 2014

Present: E. Anthony, K. Brabeck (*for C. Boisvert*), G. August, L. Church (*Secretary*), J. Dagle (*Associate Dean of Arts & Sciences*), C. Marco, J. Nimmagadda, C. Padula, L. Schuster (*Interim Dean of Graduate Programs*), and A. Welsh (*Student Representative*)

Excused: M. Darcy (*Chair*), Robert Franzblau

1. Approved minutes of March 7, 2014 meeting, with the change of “PS” to “Peoplesoft”
2. Report of the Dean of Graduate Studies (DGS)
 - a) College Net Update. It is the time of year to make changes to College Net Online applications. A suggestion was made to schedule a meeting for this purpose, which will be pursued.
 - b) Graduate assistantship rights were discussed, including parking privileges and library rights. Currently they are listed in the computer system as “students” and thus it has been difficult to obtain staff parking for them under the new parking online parking pass system (they were provided with staff parking in the past). Since graduate assistants may be asked to go to the library to obtain material, it was suggested that they also have expanded library privileges.
 - c) Graduate Assistants (GA) payroll rules were discussed as one GA brought the matter up after being notified that the last GA paycheck would be issued in mid-April, having expected to be paid through May. The timing of the payroll may cause difficulty for some GAs, as they had expected to be paid through May.
 - d) An International Packet for graduate students is being developed. A draft copy was circulated for review and comments.
 - e) Graduate Symposium on May 6th – reminder to have graduate students submit proposals.
3. Old Business:
 - a) Graduate Assessment of Programs. As the graduate committee’s jurisdiction allows for the discussion of assessment matters, there was consensus that discussion of graduate assessment issues is helpful, beneficial and appropriate. Thus assessment related matters will be considered for potential agenda items at future meetings, as appropriate.
 - b) Graduate Committee Membership 2014-15. Election of officers will be held in May, per the Graduate Committee Manual 2.3:

The Executive Committee of the Graduate Committee shall include the Chair, the Secretary, and one faculty elected from and by the membership. The election of these officers is to be held in the preceding May to facilitate transition. The officers and members of the Executive Committee take office in May.
4. New Business
 - a) Curriculum review
 - (a) 13_14_G30_change_prereqs_LEAD_530_to_535
Catalog_13_14_G30_change_prereqs_LEAD_530_to_535 **APPROVED**
 - (b) 13_14_G31_changes_to_SWRK_609
Catalog_13_14_G31_changes_to_SWRK_609 **APPROVED**
 - (c) 13_14_G32_add_new_course_ELED_618
Catalog_13_14_G32_add_new_course_ELED_618 **APPROVED**
 - (d) 13_14_G33_revise_ELED_619
Catalog_13_14_G33_revise_ELED_619 **APPROVED**
 - (e) 13_14_G34_add_new_program_MEd_Elem_Math_Spec
Catalog_13_14_G34_add_new_program_MEd_Elem_Math_Spec **APPROVED**
 - (f) 13_14_G35_revise_MTET_511_to_515
Catalog_13_14_G35_revise_MTET_511_to_515 **APPROVED**

5. Process of approving Independent Study Forms. The form will include the signature of the Dean of Graduate Studies, per the approval of the committee.
6. Definition of hybrid/online courses, per Undergraduate Curriculum Committee. Proposed definitions were approved by the committee.
7. Announcements
 - a) Graduate Symposium – Tuesday, May 6
 - b) Future Meeting Dates: 5/2