

Graduate Studies Council Meeting Minutes

Tuesday, August 14, 2018 at 12:30 p.m.

In attendance: Drs. Mickey Blackwell, Robert Wallace, Richard Ford, Michael Pennington, Robin Broughton, Naveed Zaman, Katherine Harper, Gerald Hankins, Kumara Jayasuriya, Prof. Leighann Davidson, Prof. Deborah Williams

- Minutes for meeting of April 24, 2018 – Moved to approve by Dr. Harper, seconded by Dr. Hankins
- Agenda for meeting of August 14, 2018 – Moved to approve by Prof. Davidson, seconded by Dr. Harper

Old Business:

- The Masters in Sports Studies program has started for the Fall 2018 semester. A website has been created for the program. Enrollment is currently around ten candidates.
- The Masters in Computer Science program plans to begin in the Fall 2019 semester. This academic year will focus on curriculum development. One more faculty is needed. Recruitment for students will begin in December 2018.
- Course changes begin with the Graduate Studies council, and the recommendation is sent to the Provost for approval. The approved EPC form will continue to be used for course changes.
- Discussion of Graduate Studies Council addition to the Faculty Handbook – A GSC section could mirror the Faculty Senate section, consisting of four to five paragraphs. Dr. Pennington will write this section for the Handbook.
- Discussion of the Graduate Studies Council reporting to Faculty Senate.
- Discussion of teaching load. Dr. Blackwell will email Council for feedback on teaching loads and course offerings for each program (online courses, eight-week or 16-week courses, etc.)
- Discussion of website for Graduate Studies Council. The suggestion was made to create a Facebook page and/or Twitter account for each graduate program.
- Suggestion was made to gather a roster of all faculty and their responsibilities on campus. This could be provided by each College Dean.

New Business:

- GSC Constitution (see minutes) has been approved and is ready to include in Graduate Handbook.
- Discussion of elective options in each graduate program, including cross-curricular offerings. The GSC will continue to discuss potential course offerings in all graduate programs.
- Review of the six goals for 2018-2019:
 - **Goals for 2018-2019:**
 - Compose Graduate Handbook
 - Create and maintain/update Graduate website (include GSC minutes)

- Define leadership roles within graduate studies (compensation, release time, etc.)
- Create Graduate Office (handle all graduate admissions, etc.)
- Differentiate between Graduate Office and International Studies Office
- Develop innovative strategies for each graduate program
- Dr. Ford encouraged GSC to promote the Graduate and Professional Students Association (GPSA) across campus.
- Provost Jayasuriya discussed enrollment for the 2018-2019 academic year. Undergraduate enrollment is down, but graduate enrollment is up and growing. To facilitate the continued growth of graduate programs, Provost Jayasuriya announced the creation of a Graduate Office which will be coordinated by Dr. Mickey Blackwell. The job description and procedures are being finalized.
- GSC meeting dates will be the 3rd Tuesday of every month at 12:30 pm.

Meeting Adjourned at 1:27 pm

Next Meeting: September 18, 2018 @ 12:30 pm, Wallace 622