**Graduate Studies Council**

**meeting via email, February 9 and 10, 2017**

**draft minutes**

**GSC members who were included on the emails:**

Dr. Anthony Jenkins (*ex officio*, non-voting), Dr. Jayasuriya (*ex officio*), Dr. David Bejou (*ex officio*), Dr. Paige Carney (*ex officio*), Dr. Rob Wallace (*ex officio*), Dr. Naveed Zaman (*ex officio*), Dr. Barbara Ladner, Dr. Rich Ford (chair, non-voting), Dr. Gerald Hankins, Dr. Walter Stroupe, Dr. Michael Kane, Dr. Mickey Blackwell, Dr. Brenda Wilson, Ms. Kim Cobb, Mr. Steve Gilliland, Dr. Michael Pennington, Dr. Frank Vaughan, Dr. Brenda Wamsley, Dr. Kerri Steele

**In an email of February 9, 2017, Dr. Ford asked if**

1. the GSC would like to do business via email;

2. the GSC would like to approve minutes of September 27, 2016;

3. the GSC would like to approve a new course request from Dr. Pennington of the Master of Public Administration program for the course "Public Service Internship" (MPA 652); and

4. the GSC would like to approve a change in course title in the MPA program, from Capstone Research Experience" to "Professional Capstone Experience" (MPA 655).

**tally of votes**

voting meet via minutes of new course new course

member email September 27 MPA 652 title Prof. Capstone

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Blackwell yes yes yes yes

Cobb

Gilliland yes yes yes yes

Hankins

Kane

Ladner yes\* yes\* yes\* yes\*

Pennington yes yes

Steele yes yes\* yes

Stroupe yes yes yes yes

Vaughan yes yes yes

Wamsley yes\* yes yes yes

Wilson yes\* yes yes yes

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\* indicates votes received via email after February 14.

There was some irregularity in the procedures. Shall we consider non-respondents to be absent? If so, then there were eight (8) voting members present. Dr. Ford assumed that members' participation via email was an implicit "yes" to the first question; as such, the meeting could take place via email. A majority of six (6) members voted "yes" for approval of the minutes of September 27, 2016. A majority of seven (7) members voted "yes" for the new course. A majority of eight (8) members votes "yes" for the change in course title.

All of these motions lacked a formal motion to approve, and only questions three and four got a second. Shall we consider motions and seconds to be implied in the "yes" votes?

Dr. Ford emailed these draft minutes to the committee, and will move to include them, along with the email of February 9 and supporting documents from Dr. Pennington, in the minutes of the next meeting of the committee. If there are objections to the procedures of this e-meeting, committee members can make that known via email, and/or at the next committee meeting.

Two days after emailing this document to the committee for review and possible objections, Dr. Ford intends to sign and send the GSC New Course / Course Revision forms to the Provost.

We'll all be a bit more organized in the next email meeting.

draft minutes: R. Ford