

## Graduate Studies Council Meeting Minutes

Tuesday, April 23, 2019 at 12:30 p.m.

In attendance: Drs. Mickey Blackwell, Robin Broughton, Stephanie Burdette, Richard Ford, Gerald Hankins, Richard Hiles, Kumara Jayasuriya, Michael Pennington, Aaron Settle, Frank Vaughan, Deborah Williams, Ali Ziyati, and Mosope Abanikannda (GSA President)

- Minutes for meeting of March 13, 2019 – Attendance updated
- Agenda for meeting of April 23, 2019 – Moved to approve by Deborah Williams, seconded by Gerald Hankins. Will update “Annual Plan” to “Annual Report” on agendas.
- Introductions – Sonja McClung, Stephanie Burdette, and Mosope Abanikannda

### Old Business:

- New members – no updates to membership spreadsheet
- Website Updates – GSC minutes are up-to-date on Graduate Programs website
- Updates on Graduation Procedures/Diplomas – Aaron Settle asked if procedure for applying for graduation is the same for graduate students as it is for undergraduate students. Yes – same application for graduation submitted to Registration and same clearance procedure from the department. Also noted that August graduates may choose to participate in May commencement.
- Graduate Program Assessment – Aaron Settle reported on progress of submitted assessment plans and reports. Potential changes for graduate program assessments.
- No Computer Science updates (not present)
- Annual Plan – will be changed to “Annual Report.” Due date: May 22, 2019.

### New Business:

- Human Relations Conference – Michael Pennington reported on the 6<sup>th</sup> Annual Human Rights Conference. Several presentations by faculty and students; good attendance for the lecture; West Side meeting. Next year Kerri Steele and LeighAnn Davidson will be conference coordinators.
- Graduate Admissions and Registrar – Sonja McClung introduced as the new point of contact for all graduate admissions paperwork. Attempts to streamline the graduate admissions process. Two handouts were provided listing the admission procedures for International Students and Domestic Students. The goal is to maintain autonomy of each program while filtering all admissions paperwork through Sonja. Feedback from GSC members is requested for finalization of admissions procedures by the end of the Spring 2019 term (final meeting during Finals Week?)
- New Public Health Communication Track – Robin Broughton reported on a new 100% online track in the Media Studies program. Public Health Communication is the third track available in the program. Two syllabi were presented to the GSC for approval (see attached). These courses will be taught by adjuncts. The new track will begin in Spring 2020. Recruiting efforts are in the works. **Motion to approve syllabi – Robin Broughton. Seconded by Ali Ziyati. Motion carried.**
- Recruiting/Enrollment for 2019-2020 – plan to buy general recruitment material for all graduate programs. Request to GSC members to build a recruitment plan for each program; discuss at future GSC meetings.

- Program Descriptions – emailed to GSC members. Descriptions were taken from program websites. Send changes/updates to Mickey Blackwell. Updated information will be included in recruitment materials.
- Review GSC Goals for 2019-2020 – Website goal has been maintained. Define leadership roles (compensation, release time) – bring a proposal to President Jenkins; include summer work; Aaron Settle and Mickey Blackwell will work on subcommittee for developing a proposal for program coordinators to submit to President Jenkins. Graduate Office (role) – in progress. International admissions has been maintained. Strategies for programs – ongoing.
- Other Business – Candlelight vigil for Sri Lanka victims at 7:30 p.m. April 23. Richard Ford mentioned the need for appropriate fees for graduate students. Discussion of available graduate student scholarships. More options are needed. Bring back the Black and Gold Scholarships for graduate students?

Adjournment at 1:43 pm

**Next Meeting: Possible meeting during Finals Week? Dr. Blackwell will email.**