

Graduate Studies Council Meeting Minutes

Thursday, January 10, 2019 at 1:00 p.m.

In attendance: Drs. Mickey Blackwell, Robin Broughton, LeighAnn Davidson, Gerald Hankins, Katherine Harper, Richard Hiles, Richard Ford, Kumara Jayasuriya, Michael Pennington, Aaron Settle, Frank Vaughan, Robert Wallace, Emily Waugh, Naveed Zaman, Ali Ziyati

- Minutes for meeting of November 27, 2018 – Revision to date of submission for graduate Sports Studies program for recognition as a national program from May to April 2019. Moved to approve revised minutes by Dr. Settle, seconded by Prof. Davidson
- Agenda for meeting of January 10, 2019 – Moved to approve by Dr. Harper, seconded by Dr. Settle

Old Business:

- Graduate Student Association Meeting updates – No dates have been established for Spring 2019 meetings yet. Current GSA president will graduate in May 2019.
- Graduate Diplomas – New special-order diplomas were given to the December 2018 graduates.
- Meeting Dates for GSC – Most dates are set for the semester. March may have to be changed.

New Business:

- Computer Science Program – Courses still need to be approved by GSC.
- Richard Hiles – International students need to go through Richard Hiles first before enrolling in classes. Once processed by Dr. Hiles, student information will be sent to each department. Materials can be sent to Graduate Studies Office for new students, to maintain a centralized location. International students office and departments should be on the same page with student dropouts and approvals.
- Graduate Admissions - The question was asked whether or not the WVSU Admissions Office processes both undergraduate and graduate admissions. Some departments are experiencing a breakdown in the graduate admissions process. Dr. Pennington suggested keeping the graduate admissions process centralized and streamlined through the Graduate Studies Office. All international students are first processed through Dr. Hiles. Drs. Pennington, Blackwell, Ziyati, and Davidson will form a subcommittee to discuss and plan an admissions process for graduate students.
- New MPA Course – A special arrangement/elective course has been taught in the MPA program twice before and now needs a permanent course number. The new number will be MPA 607 (related to MPA 605 – Public Policy). Dr. Waugh moved to approve new MPA 607 course number. Dr. Broughton seconded the motion. Motion was approved by GSC.
- TOEFL Scores – Dr. Blackwell will email and collect required scores from each department. Dr. Ziyati suggested that scores be discussed in department meetings later that day.

- Prof. Davidson asked if a 100% online version of a program needed to be approved by the GSC. Dr. Jayasuriya answered it does not need additional approval because that is only changing the mode of instruction, not the program itself.
- Dr. Jayasuriya mentioned that Learning House may be ended its contract with WVSU. Learning House threatened to turn off Moodle by June 2019. Prof. Davidson, Dr. Broughton, and Dr. Blackwell volunteered to discuss Learning House with representatives.
- Computer Science – Dr. Zaman asked if there was a consistent format for graduate applications. Dr. Blackwell suggested looking at applications from each program and discussing this in the February GSC meeting.
- Syllabus for Computer Science – Voted to approve by GSC. Dr. Harper moved to approve Computer Science syllabus. Dr. Settle seconded. Motion was approved by GSC.

Adjournment at 1:55 pm

Next Meeting: February 19, 2019