

## **Graduate Academic Policies & Procedures**

### **Meeting Minutes**

The Graduate AP&P Committee met Monday October 24, 2022 at 3:00pm

**Voting Members:** Gary Boye, Matt Estep, Beth Frye, Holly Hirst, Jennifer Howard, Scot Justice, Cathy McKinney, Mac Schauman, Susan Staub, Jerianne Taylor, Andrew Windham

**Administrative Members:** Melissa Auten, Ross Gosky, Marie Hoepfl, Dontrell Parson, Mark Bradbury, Lakshmi Iyer, Jason Miller, Eric Berry, Jeffry Hirst, Adam McCourry

**Absent:** Jamie Yarbrough, Alan Needle, Brian Whitaker

1. Call to order – Dr. Holly Hirst, Chairperson, at 3:01pm
2. Introduction of guests- no guests present
3. Approval of the Minutes of the September 19, 2022 Graduate AP&P Meeting
  - Motion 1: A Motion to approve the minutes was made (Howard), and seconded (Estep).
  - MOTION PASSED..
4. Announcements/FIOs – no announcements
5. New Business
  - A. Discussion led by Holly Hirst of allowance on non-content related changes and updates to curriculum proposals to be clarified via email to mitigate time restraints.
  - B. Curriculum Proposals

#### **(1) College of Arts and Sciences**

**G\_CAS\_GES\_2022\_1:** Add a new course, GES 5025, Introduction to Multivariate Data in the Earth and Life Sciences, dual-listed with GES 4025. **Motion to approve from the curriculum subcommittee.** Note: The department clarified the following points on the proposal via email:

- Grades on the syllabus for graduate letter grade between 60-70% should be F.
- The library representative Alex McAllister was contacted.
- Confirm the dates on #5 are correct.

→ Motion 2: A motion to approve this proposal came from the Curriculum Subcommittee. MOTION PASSED

(2) **G\_CAS\_SOC\_2022\_1**: Add SOC 5800 as a pre-approved elective to Certificate in Aging, Health and Society. **Motion to approve from the curriculum subcommittee.** Note: The department clarified the following points on the proposal via email on 10/7/22.

- The date for graduate faculty approval was December 8, 2021.
- The Associate Dean listed should be Mark Bradbury and the College should be Arts and Sciences.

→ Motion 3: A motion to approve this proposal came from the Curriculum Subcommittee. MOTION PASSED.

(3) **GU\_CAS\_MAT\_2022\_5**: Change the course descriptions for STT 4830 and STT 5830 (dual listed courses). **Motion from the floor required:** we requested confirmation of the dates for notification to the graduate school and the registrar's office (item 6 on the form). No response was received

→ Motion 4: A motion was made to approve this proposal (Justice), and was seconded (Taylor). MOTION PASSED.

#### C. Policy Proposals

(1) **G\_GRAD\_2022\_1** Change the wording in two Graduate Bulletin policies to clarify restrictions on when graduate students may request to add a second program of study.

**Motion to approve from the Policy Subcommittee.**

- Motion 5: A motion to approve this proposal came from the Policy Subcommittee. MOTION PASSED.

#### D. Select Joint Subcommittee representatives

Discussion regarding the purpose of the Joint AP&P Committee occurred. The committee exists between the two AP&P groups (Graduate and Undergraduate) to discuss matters of common interest regarding AP&P proposals and forms. The committee consists of members of both Graduate and Undergraduate AP&P, and meets approximately 6 times per year.

A call for volunteers was made by H. Hirst. Graduate AP&P members Howard and Justice volunteered to participate on the committee.

6. Old Business- No discussion of old business.

#### 7. Discussion Items

→ Updates from the Graduate School – Marie Hoepfl & Ross Gosky

- Hoepfl shared a Reminder of 3MT event being hosted Friday October 28<sup>th</sup>, a reminder of the upcoming deadline of November 11<sup>th</sup> for GRAM proposals, as well as several upcoming social and professional development activities upcoming from the Graduate School and the Graduate Student Life team.

- Gosky shared a reminder of the GSGA Travel and Research Award deadline of October 31<sup>st</sup>

#### 8. Adjournment

- H. Hirst made a motion to adjourn, seconded by Howard.
- The meeting adjourned at 3:23pm.