

**Graduate Academic Policies & Procedures**  
**Meeting Minutes**  
**Monday November 21st, 2022 at 3:00pm in 224 IG Greer**

Voting Members Present: Holly Hirst, Susan Staub, Matt Estep, Jamie Yarbrough, Beth Frye, Jerianne Taylor, Kristl Davidson, Scot Justice, Andrew Windham, Jennifer Howard, Alan Needle, Cathy McKinney, Gary Boye, Mac Schauman

Administrative Members Present: Ross Gosky, Dontrell Parson, Melissa Auten, Mark Bradbury, Marie Hoepfl, Lakshmi Iyer, Terry McClannon, Gary McCullough, Jeffry Hirst

Absent: James Douthit, Jason Miller

1. **Call to order and confirmation of quorum:** Dr. Holly Hirst, Chairperson, at 3:02pm
2. **Introduction of guests:** Michael Briley, Physics & Astronomy
3. **Approval of the Minutes** of the October 24, 2022 Graduate AP&P Meeting  
**Motion to approve the minutes was made and seconded from the floor.**  
**Motion (1) approved**
4. **Announcements/FIOs** – no announcements
5. **New Business**
- A. **Curriculum Proposals**

College of Arts and Sciences

- **G\_CAS\_PHY\_2022\_1:** Change the prerequisite for PHY 5435 Laboratory Automation from “Prerequisite: PHY 5330 and either PHY 5020 or PHY 5735” to “Prerequisite: PHY 5330 with a minimum grade of B+ (3.3) and PHY 5735 with a minimum grade of B+ (3.3); or by permission of instructor.”  
and  
**G\_CAS\_PHY\_2022\_2:** Change the prerequisite for PHY 5430-Digital Systems from “Prerequisite: PHY 4330/PHY 5330 or equivalent.” to “Prerequisite: PHY 4330/5330 with a minimum grade of b+ (3.3), or by permission of instructor.”  
**Motion to approve G\_CAS\_PHY\_2022\_1 and G\_CAS\_PHY\_2022\_2 as a package from the curriculum subcommittee.** Note: In #7 on each of these proposals, the affected program should be listed as MS113\_C.  
**Unanimous Approval (2)**

Beaver College of Health Sciences

- **GU\_HS\_SW\_2022\_1:** Add a new dual-listed class: SW 4290 and SW 5290: The Working Poor in the United States: Problems and Solutions (3 credit hours)  
**Motion to approve GU\_HS\_SW\_2022\_1 from the curriculum subcommittee.**  
**Unanimous Approval (3)**

- GU\_HS\_RPE\_2022\_4: Remove HPE 4350 Sexuality & Sexual Health ED as a prerequisite for HPE 4430 Health and PE Methods; Note: This proposal needed to go through Professional Education Council (PEC) prior to GAPP approval. Approval received on November 14th, 2022. Motion from the floor required.  
**Motion to approve GU\_HS\_RPE\_2022\_4 was made and seconded from the floor.**  
**Unanimous Approval (4)**

Reich College of Education

- G\_COE\_HPC\_2022\_2: Delete the course of HPC 5450 Learning Communities  
**Motion to approve G\_COE\_HPC\_2022\_2 from the curriculum subcommittee.**  
**Unanimous Approval**
- GU\_COE\_HPC\_2022\_1: Create CED prefix  
and  
GU\_COE\_HPC\_2022\_2: Create MFT prefix  
and  
GU\_COE\_HPC\_2022\_3: Create SAA prefix.  
**Motion to approve GU\_COE\_HPC\_2022\_1; GU\_COE\_HPC\_2022\_2; GU\_COE\_HPC\_2022\_3 as a package from the curriculum subcommittee.** NOTE: Prefix titles were not noted in the proposal: CED is the prefix for “Counselor Education” courses; MFT is the prefix for “Marriage and Family Therapy” courses; SAA is the prefix for “Student Affairs Administration” courses.  
**Unanimous Approval (5)**
- G\_COE\_HPC\_2022\_5: Change the course name and prefix of HPC 6750 College Student Development Institute to SAA 6750 Student Affairs Administration Institute.  
**Motion to approve G\_COE\_HPC\_2022\_5 from the curriculum subcommittee.**  
**Unanimous Approval (6)**
- GU\_COE\_HPC\_2022\_6: Delete HPC prefix and the following courses: HPC 3530-3549 Selected Topics, HPC 3500 Independent Study, HPC 5500 Independent Study, HPC 5530-5549 Selected Topics, HPC 6500 Independent Study, HPC 6530-6549 Selected Topics, HPC 5989 Graduate Research, HPC 5999 Thesis  
**Motion to approve GU\_COE\_HPC\_2022\_6 from curriculum subcommittee.** Note: HPC 5999 is on current Clinical Mental Health Counseling programs of study (all concentrations), but a proposal is pending that will remove the thesis option.  
**Unanimous Approval (7)**
- GU\_COE\_HPC\_2022\_7: Create the following courses: CED 4530-4549 Selected Topics, CED 5500 Independent Study, CED 5530-5549 Selected Topics, CED 5989 Graduate Research, CED 5999 Thesis, CED 6500 Independent Study, CED 6530-6549 Selected Topics  
and  
GU\_COE\_HPC\_2022\_8: Create the following courses: MFT 4530-4549 Selected Topics, MFT 5500 Independent Study, MFT 5530- 5549 Selected Topics, MFT 5989 Graduate Research, MFT 5999 Thesis, MFT 6500 Independent Study, MFT 6530-6549 Selected Topics  
and  
GU\_COE\_HPC\_2022\_9: Create the following courses: SAA 4530-4549 Selected Topics, SAA 5500 Independent Study, SAA 5530-5549 Selected Topics, SAA 5989 Graduate Research, SAA 5999 Thesis, SAA 6500 Independent Study, SAA 6530-6549 Selected Topics

**Motion to approve GU\_COE\_HPC\_2022\_7; GU\_COE\_HPC\_2022\_8;  
GU\_COE\_HPC\_2022\_9 as a package from the curriculum subcommittee.  
Unanimous Approval (8)**

**B. Policy Proposals**

- G\_GRAD\_2022\_2: Change the language relating to “Application Procedures” in the Graduate Bulletin to reflect current practice.  
and  
G\_GRAD\_2022\_3: Change the language relating to “Admission Requirements” in the Graduate Bulletin to reflect current practice.

**Motion to approve G\_GRAD\_2022\_2 and G\_GRAD\_2022\_3 as a package from the policy subcommittee.  
Unanimous Approval (9)**

**6. Old Business:** No items.

**7. Discussion Items:**

- Updates from the Graduate School – Marie Hoepfl & Ross Gosky
  - Deadlines for faculty awards
  - Attendance at NC Conference of Graduate Schools by staff
  - 3MT winners were 1st: Kelly Davis, Psychology; 2nd: Robert Onjiko, Biology
  - Acknowledgement of GSAS President Mac Schauman’s hard work and dedication

**8. Adjournment**

**Motion and second from the floor (10).**

**Adjournment at 3:40pm**