

Graduate Academic Policies and Procedures Meeting Minutes

September 15, 2025

3:30 - 5:00 PM

Meeting Location: 387 John E. Thomas Hall

Voting Members Present: Hiu-Wah Au, Gary Boye, Kristl Davison, Matt Estep, Darci Gardner, Jennifer Howard, Scot Justice, Alex McAllister, Quinn Morris, Alan Needle, Abby Silvers, Andrew Windham, Jamie Yarbrough

Non-voting members present: Dief Alexander, Eric Berry, Victoria Carlberg, Ashley Colquitt, Ross Gosky, Adam Hege, Wesley Kapp, Jason Miller, Jason Xiong

Voting members absent: Dan Poling

Non-voting members absent: Karen Fischer, Soo Goh, James Ivory, Cathy Marcum, Terry McClannon, Adryona Nelson, Dontrell Parson

Guests: Angie Dougherty, Julie Hayes

1. Call to order—Dr. Ashley Colquitt, Associate Vice Provost & Dean of the School of Graduate Studies, called the meeting to order at 3:38pm.
2. Introduction of committee members, administrative members, and guests.
3. Overview of structure and role of GAPP

A. Subcommittee structure/Member's roles and responsibilities

Dr. Gosky shared about the subcommittee structure for GAPP for both policy and curriculum subcommittees. The curriculum subcommittee meets monthly to go over curriculum proposals. Curriculum proposals must be approved by Graduate AP&P by the February 2026 meeting to be included in the 2026-27 Bulletin.

Dr. Colquitt shared information about the Policy Subcommittee. The policy subcommittee has a graduate student rep from GSGA. The purpose of the subcommittee is to make sure that previous policies still apply and to make new policies based on current needs; the subcommittee meet monthly or as needed and can submit items for approval until last meeting in April.

4. Curriculog Overview—Julie Hayes from Academic Affairs presented on the new Curriculog system. Eric Berry, Julie Hayes, and Anna Basnight are on the Curriculog Support team. Curriculog automates proposal submission process, allows for feedback, central location, and knowledge of where a proposal is in the queue. Julie demonstrated

how to login to Curriculog and showed the basic structure and workflow. For Curriculog support, email curriculog@appstate.edu.

5. Election of 2025–2026 committee chairperson—Dr. Colquitt initiated the election for nominations for the chairperson.

Dr. Scot Justice was nominated as the GAPP Chairperson.

Vote (1): Approved by majority vote.

MOTION 1 passed.

6. Election of 2025–2026 deputy chairperson—Dr. Scot Justice asked for volunteers for deputy chair.

Dr. Matt Estep was nominated as deputy chair.

Vote (2): Approved by majority vote.

MOTION 2 passed.

7. Approval of the Minutes of the April 21, 2025, Graduate AP&P Meeting—Dr. Justice said that members could abstain if they weren't present at the April meeting.

Vote (3): Approved by majority vote, 2 abstentions.

MOTION 3 passed.

8. Announcements—none.

9. New Business

- A. Subcommittee membership assignments

Curriculum: Gary Boye, Matt Estep, Darci Gardner, Scot Justice, Alex McAllister, Quinn Morris, and Alan Needle

Policy: Hiu-Wah Au, Kristl Davison, Jennifer Howard, Andrew Windham, Jamie Yarbrough

10. Discussion Items

- A. Updates from the Graduate School—Dr. Ashley Colquitt & Dr. Ross Gosky

Dr. Ashley Colquitt shared:

- Enrollment up 2.8% from last year
 - 137 returning students
 - Majority from online students
 - Down 81 new students
- 3MT competition: push for participation. Registration ends October 24, date of event is November 21.
- Digital Accessibility by April: keep in mind that thesis/dissertation

manuscripts need to be accessible. Attend upcoming formatting workshop on Wednesday, September 17, at noon. Register on Engage. Committee chairs are invited to attend, and a recording will be available after.

- Financial Aid changes: workshops planned Oct. 21 and Nov. 11. Register on Engage.
- Strategic Plan: located in the Resources Block on the Graduate School website.

Dr. Ross Gosky shared:

- GSGA research and travel grants applications due October 31 for the Fall.
- Look for the call for Cratis D. Williams Honorary Society. The deadline for nominations is November 1. A letter of recommendation required.

Dr. Scot Justice asked for any other comments or issues. None were stated.

11. Adjournment/Move to subcommittee breakout meetings (appoint chairpersons). Dr. Scot Justice adjourned the meeting to subcommittees at 4:33pm.

Dr. Alan Needle was elected as the Curriculum Subcommittee chair, and Dr. Jennifer Howard was elected as the Policy Subcommittee chair.