

**MINUTES OF THE MEETING  
OF THE GRADUATE ACADEMIC POLICIES  
AND PROCEDURES COMMITTEE  
April 15, 2019**

The Graduate AP&P Committee met on Monday, April 15, 2019 at 3:00 p.m. in IG Greer 224.

Members present: Eric Berry, Will Canu, Scott Collier, Stacey Garrett, Marie Hoepfl, Nickolas Jordan, Sandi Lane, Victor Mansure, Gary McCullough, Brad Nash, Jennifer Natale, Ben Powell, Ray Williams, Tracy Smith, Jennifer McGee, Mike McKenzie, Debbie Race, Tim Forsyth, Rob Sanders, Sandy Vannoy

Administrative Staff & Guests:

Absent: James Douthit, Karen Fletcher, Onur Ince, Phyllis Kloda, Dontrell Parson, Terry Rawls, Adam McCourry, David Hostetler, David Shows, Dale Wheeler, Susan Staub, Stephanie Lee

**1. CALL TO ORDER**

Chairperson Marie Hoepfl called the meeting to order at 3:00 p.m.

**2. APPROVAL OF THE MINUTES**

**Motion 1:** A motion was made (Mansure) and seconded (Nash) to approve the minutes of the March 18, 2019 GAPP Meeting. A vote was taken. **Motion passed.**

**3. NEW BUSINESS:**

**A. New Policy Proposals**

Joint Committee Proposal: Update the AP&P Form, Parts A & B

Tracy Smith made the following recommendations

1. 9b needs to have one more option (blended or hybrid) and an option to “select all that apply.”
2. 11b seems tacked on. Per Ben Powell this will be addressed in the next iteration.
3. 10 “working hands on with minors” should be changed. Substitute “directly with minors.”

**4. DISCUSSION ITEMS**

Updates from the Graduate School – Mike McKenzie and Rob Sanders

- a. Rob Sanders went over aids on the website for how to complete proposals. Front matter for each program does not require AP&P approval to be changed.
- b. Rob sends out an email each year to ask program directors to take a look at front matter

Provost approved 11/05/2019  
Effective Fall 2020 unless otherwise noted.

and make updates.

- c. Mike reported that he and Rob are working on the issues which arise from programs who have students graduating from an undergraduate program and transitioning to a graduate program and who are being required to take courses that begin even before they complete the transition.
  - d. Rob reminds the group that the Graduate Student & Faculty Awards Banquet is tomorrow.
  - e. Chairperson Hoepfl recognizes Rob for his work on GAPP and as Associate Dean of the School of Graduate Studies and presents him with a gift from the group.
5. A motion is made by Chairperson Hoepfl to adjourn the meeting. Meeting adjourns at 4:00 p.m.