Graduate Council Meeting Minutes  
Meeting Wednesday, February 6, 2019  
EHFA, Room 164 @ 11:45 am  

Members Present:  
Spadoni College of Education – Kristal Curry, Richard Costner  
Edwards College of Humanities and Fine Arts – Amanda Brian, Tripathi Pillai  
Wall College of Business – Mark Mitchell for Greg Krippel, Olajumoke Awe  
College of Science – Scott Parker, Erin Hackett  
Dean of the College of Graduate Studies & Research – Rob Young  
Faculty Senate – Roi Gurka  
Library Services – Katherine Collins  
Registrar’s Office – Jackie Andrews for Dan Lawless

Members Not Present or Represented:  
Greg Krippel, Wall College of Business  
Dan Lawless, Registrar

Guests:  
Jacki Andrews, Assistant Registrar  
Deborah Breede, COHFA  
Richard Kilroy, COHFA  
Colleen McGlone, College of Science  
Megan McIlreavy, Honors College  
Kristi McIntyre, COHFA  
Mark Mitchell, Wall College of Business  
Jamia Richmond, Spadoni College of Education  
Christian Smith, COHFA  
Holley Tankersley, COHFA

Old Business  
1. Approved: Meeting Minutes from January 16, 2019  
2. Changes to the agenda APPROVED  
The question was asked at the previous meeting whether Graduate Council could have a consent agenda. Dr. Young spoke with Ken Martin, chair of the Academic Affairs Committee, and they place all Form A items (changes or modifications to an existing course) in a consent agenda. A motion was made and seconded that Graduate Council should place all Form A items in a consent agenda for all future meetings. The motion passed unanimously.  
3. Statement of Correction for CMSS 661 – Pass/Fail added to catalog description (notification to council)

New Business  

Form A – Approved Unanimous  
1. Item # 78. CBAD 697 Graduate Internship in Business (1-6 credits)
Current entire catalog description: (Prereq: Permission of M.B.A. Director)
Supervised work experience involving a research component and responsibilities commensurate with graduate level work. A maximum of 15 hours per week for 12-14 weeks; a research project is required. Open to M.B.A. students who have demonstrated professionalism. F, S

Proposed entire catalog description: (Prereq: Permission of M.B.A. Director)
Supervised work experience involving a research component and responsibilities commensurate with graduate-level work. Minimum of 60 hours per credit of internship; a research project is required. Open to M.B.A. students who have demonstrated professionalism. F, S, SU

Form B – Approved Unanimous
2. Item #70 – MBA- Certificate in Healthcare Administration
   a. Change of admissions criteria:
      
      Delete 2 Elements
      1. Completion of the Graduate Management Admissions Test (GMAT) within the last five years (or waiver granted).
      2. Submission of two letters of recommendation from individuals familiar with the academic ability, level of responsibility, and work ethic of the applicant.

      Add 2 Elements
      1. Submission of a resume.
      2. Submission of a statement of purpose to address the applicant’s goals pursuing the Certificate in Healthcare Administration (500 word limit).

*various other typos in catalog copy also submitted for change.

Form C – Approved Unanimous
Item #386– Minimum of 16 Credits
WGST 795- Women in Tech Reflective Capstone - WGST 795 Women in Tech Reflective Capstone (1)

Form D – Approved majority, one opposed
Item #38 - Interdisciplinary Studies; Women in Technology – Fall 2019 Catalog Description
The Graduate Certificate Program in Women in Technology (WIT) provides degree-seeking and non-degree-seeking students a complex understanding of culture, workplace dynamics, and leadership in technology. Using an interdisciplinary lens, students will study the
business environment and culture of the tech industry, particularly focused on the ways in which gender, race, and class intersect to shape the experiences of women and other underrepresented groups in the technology industry. As diverse and inclusive teams encourage creativity and innovation, students will develop essential skills needed to become successful leaders and managers within this rapidly expanding field. As part of this certificate program, students may choose to pursue certification in Swift, the programming language created by Apple for building iOS apps.

OPEN

1. **Status of Associate Graduate Faculty proposal**
   Dr. Young reported that the Associate Graduate Faculty proposal, approved by Graduate Council in fall 2018, was withdrawn from the Senate for various reasons, including that it was based in part on an out-of-date faculty manual and because various components were deemed problematic with existing policy. According the chair of faculty senate, it is “back in our court.” Dr. Young suggested the discussion should be expanded to include the existing definition of graduate faculty and how a new category might fit in, and he asked the committee how they would like to proceed.

   **Approved unanimous:** After discussion, a motion was made, seconded, and passed to create an ad hoc committee consisting of one graduate faculty representative from each college to address this issue. Dr. Young was asked to communicate this plan to the college graduate committees who would then coordinate the selection of the representative from their college.

2. **Update: Emergency campus closure procedures for graduate students.**
   An update was requested regarding the ability of graduate assistants to come on campus or work off-campus when campus is closed for students, but not for staff and faculty. Dr. Young reported that both the Provost and HR are in support of a policy to allow this as long as students are not forced into what they consider unsafe positions and that the wording is vetted by them and by legal counsel. He also noted that we need wording related to the responsibilities or student employees funded by external grants or contracts, and that there may be specific considerations for international students. Dr. Young will meet with the ad hoc committee on this issue (Hackett, Parker, Brian) to craft wording for the committee to review.