

## GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES

November 20, 2014

Meeting Location: 3007 Converse Hall

Present: Jennifer Branscome, Matthew Grant, Dixie Haggard, E-Ling Hsiao, Lyle Indergaard, Fred Knowles, James LaPlant (presiding), Jim Loughry, Ellice Martin, Linda Most, David Nelson, Michelle Ocasio (for Sandra Kregar), Alicja Rieger, Michael Sanger, Nancy Swanson, Sherman Yehl. Guests: Rebecca Petrella, Jessica Trautwein, Teresa Williams.

The meeting was called to order by Dr. James LaPlant at 2:03 PM.

Minutes from the October 23, 2014 meeting were approved.

### College of Business Administration

Revised Catalog Copy – MACC Program; Revised Courses – MACC 7410, 7500, 7510, 7800: Motion was made to approve; seconded. Dr. LaPlant discussed the proposals with department chair Lynn Jones before this meeting and mentioned that the first proposal updates the GRE and GMAT score admissions requirements. The revised course proposals update course content as the Department of Accounting prepares for AACSB accreditation. The proposals were approved.

### College of Education & Human Services

Revised Course – MLIS 7330: Motion was made to approve; seconded. Dr. Most said that the pre-requisite is being updated. The proposal was approved with corrections.

Curriculum Change – MSW Program; Revised Courses – MSW 6303, 7630; New Course – MSW 7001: Motion was made to approve; seconded. Dr. Sanger explained the program is reducing a 2-hour course to 1-hour, adding an hour to a 1-hour course, and adding a special topics elective. The special topics course will provide MSW students exposure to current developments in social work practice. The proposals were approved with corrections.

### Other Business

1. Dissertation Committees: A question was posed to the Committee - should dissertation committee chairs be full-time, tenure-track faculty (FT/TT), or can they be adjunct faculty? Several GEC members agreed that chairs should be FT/TT. An example, however, of a program that does not have enough FT/TT faculty to serve as chair is the DPA program. Adjunct faculty are used frequently as chairs. One DPA faculty member serves on 19 committees. With 122 students in the program, more faculty are needed to serve as chairs. Other questions – can a student have committee co-chairs? Who is accountable to approve final dissertations (who are the point guys to ensure students follow formatting and procedural instructions)? This topic will be revisited in the spring.
2. Spring 2015 Dissertation Dive In: A flyer announcing Dissertation Dive In classes for spring was distributed. Dr. Kathe Lowney (IDEA Center) and several other faculty have been instrumental in offering more sessions in the spring after a successful first class in the fall. Dr. LaPlant said a Qualtrics survey is underway to determine faculty's awareness of graduate school writing quality issues. The survey is open through January.

3. Marketing Budget: Dr. LaPlant said he will have approximately \$30,000 for a graduate program marketing budget and that departments should continue sending him requests for advertising funds.
4. Graduate Assistantship Budget: Dr. LaPlant reported that the GA budget is in good shape, and that plans are to maintain as much as possible for summer appointments. Out of our graduate student population, only 11% have assistantships.
5. Academic Dishonesty and Ws: The topic of withdrawals in cases of academic dishonesty at the graduate level recently surfaced – more will be presented to the Committee at its next meeting.
6. Spring Commencement: Graduate School's own graduation ceremony returns spring 2015. Graduate commencement will take place on Friday, May 8, at 8:00 pm in the PE Complex. More details to follow.

Motion was made to adjourn, seconded, at 3:07 pm.

*Teresa Williams*

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Teresa Williams, Recorder

*James T. LaPlant*

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James T. LaPlant, Ph.D., Interim AVP for  
Research and Dean of the Graduate School