

## Graduate Council Meeting Minutes November 22, 2024

### Present:

Dr. Veronique Lacombe, Vice Chair  
Dr. Shiping Deng, Group I  
Dr. McKale Montgomery, Group I  
Dr. Sarah Foss, Group II  
Dr. Graig Uhlin, Group II  
Dr. Kevin Moore, Group III  
Dr. Yu Feng, Group III

Dr. Peter Richtsmeier Group IV  
Dr. Marten Brienens, Group IV  
Dr. Mike Yough, Group V  
Dr. Erin Dyke, Group V  
Dr. Joshua Butcher, Group VI  
Dr. David Wallace, Group V

Guest: Marcia Sun, GPSGA

### Graduate College:

Dr. Melanie Morgan, Chair & Dean  
Dr. Rebecca Sheehan, Interim Associate Dean  
Dr. Matt Lovern, Associate Dean  
Dr. Carol Powers, Assistant Dean

Dr. Lacombe called the meeting to order at 1:32 p.m.

*Approval of Minutes* – A motion to approve the October 25, 2024 meeting minutes was made by Dr. Deng and seconded by Dr. Wallace. This motion was approved.

*APC Items* – Dr. Lovern provided a brief description of the APC items listed below. A motion was made by Dr. Butcher and seconded by Dr. Richtsmeier to accept these changes and updates. The motion passed.

- New Program: Artificial Intelligence - Computer Engineering, MS
- New Program: Artificial Intelligence - Computer Science, MS
- New Program: Artificial Intelligence - Health Care Administration, MS
- Change of Program Name: Health, Recreation, and Human Performance - Health and Human Performance, PhD
- Other Modification (change of CIP Code): Digital Forensics & Incident Response, GCRT
- Other Modification (change of CIP Code): Forensic Crime Analysis, GCRT
- Other Modification (change of CIP Code): Forensic Threat Assessment and Management, GCRT
- Program Requirement Change: Nutritional Sciences - Dietetics Practice, MS
- Program Requirement Change: Nutritional Sciences - Dietetics Research, MS
- Program Requirement Change: Nutritional Sciences - Nutrition, MS
- Change of Program Name, Other Modification (removing UG courses, replacing with GR courses): Recreation Management and Recreational Therapy, MS
- Change of Program Name, Other Modification (change in required courses): Health, Recreation, and Human Performance - Leisure Studies, PhD

## **GPSGA Report**

*GPSGA Graduation Stoles* - GPSGA is delighted to honor its former and current representatives, liaisons, and officers graduating this semester by offering the opportunity to borrow graduation stoles for the Fall 2024 commencement on December 13.

- GPSGA Graduation Stole Checkout Process
  - Complete the [Graduation Stole Checkout Form](#).
  - Stoles can be picked up at the Graduate Success Center, located in 101 General Academic Building.
  - Stoles must be returned to the Graduate Success Center one week after the graduation commencement.

*GPSGA Assistance/Grant/Fund Information* - The [Fall 2024 Post Conference Report for the GPSGA Travel Assistance](#) and the [Post Event Visual Report for the Co-Sponsorship Fund](#) are now open. Please submit the relevant documents to support the applications to Canvas. All application forms and assignments are available on the GPSGA Canvas page. The Finance Committee will review all applications at the end of the semester, as previously conducted, and applicants will be notified via email of approval decisions after all applications have been collected and evaluated.

*GPSGA Committee Assignment* - Fall 2024 - The committee assignments for all GPSGA representatives and liaisons are available to view on the GPSGA Community Canvas page.

*GPSGA Phoenix Awards* - The GPSGA Phoenix Award applications are open from October 28, 2024, to March 10, 2025.

Four Categories of the Phoenix Awards:

- Doctoral Student Phoenix Award
- Master's Student Phoenix Award
- Graduate Teaching Assistant Award
- Graduate Faculty Phoenix Award

Late submissions will not be accepted. Please review the criteria and complete the form accurately. The application is available on [GPSGA Community on Canvas](#) via [Microsoft Forms](#). Please note only one attempt is allowed, and applicants can apply for only one category.

## **Graduate College Report**

*3MT* - Dr. Morgan reported that 3MT went very well.

*Round Up Rebuild* - IT has begun working on rebuilding Round UP and merging it with Banner and Slate. Delivery date is anticipated in Spring 2025.

*Plans of Study* – The Matriculation Team is making great progress in clearing Plans of Study and has been putting in additional hours to relieve some of the backlog. However, we won't fully catch up until we have a new IT solution for the POS processing.

*Graduate Commencement* – The ceremony is scheduled for December 13<sup>th</sup> at 7:00. Faculty Volunteers are requested.

*Student Advisor information needs to be added to banner by programs.* This is something that will need to be added by programs manually. There is a possibility that it could be automated once we have a new IT system for POS. Dr. Powers is working on a process to help programs add this information to Banner and will reach out in the Spring with more details.

### **Old Business**

*3000/4000 Courses* – Discussion of Undergraduate courses being used on the Graduate Plan of Study was continued. A majority of our Big Twelve peers allow a small number undergraduate credits in graduate degrees. The committee wanted clarification on the old 400\* process. Documents are being requested to review that change in policy so that the council can fully understand the situation. Further discussion is scheduled for the January meeting.

*Graduate Application question* – “How did you hear about us?” Discussion followed with amendments to the answers to this question (see handout). This item will be added to the Slate Graduate Student Application.

### **New Business**

*Graduate Faculty Status Results* - Dr. Powers shared the list of 58 people up for admission to Graduate Faculty with brief reports from each Subject Matter Group. A motion was made by Dr. Brienien and seconded by Dr. Deng to approve all. The motion passed.

*Ad hoc Graduate Council Meeting to review bylaws* – Dr. Lacombe reported the ad hoc committee compared the Subject Matter Group bylaws and may propose to consolidate them across all groups. They will begin meeting monthly to work on this.

A motion to adjourn the meeting was made by Dr. Brienien and seconded by Dr. Deng. Meeting adjourned at 2:45.