

**Graduate Executive Committee Meeting Minutes**  
**September 16, 2021**  
**MEETING LOCATION: Online through Microsoft TEAMS**

Present: Becky da Cruz, Matt Carter, Linda Most, David Nelson, Kelly Heckaman, Luis Bejarano, Anne Greenfield, Dixie Haggard, Keith Lee, Mitch Lockhart, Zhong (Beibei) Lin, Matt Grant, Ellis Heath, Peggy Moch, Christopher Downing, Michael Webster, John Lairsey, Megan Arrisia-Chisholm,

Guests: Crystal Marshall, Colette Drouillard, Renee Whitmer, Sonja Jenkins, Marie Reyes, Rebecca Petrella, Kennise Wilcox, Robert Smith, Zduy Chu

The meeting was called to order by Dr. Becky da Cruz at 2.00 pm.

Minutes from August 19, 2021 were approved. Linda Most motioned to approve. Matt Grant seconded. Motion passed: 15 voted to approve - 0 opposed - 0 abstained

**College of Education and Human Services**

Revised Catalog Copy – CSD 5030: The reasons for this change are: The new title is more consistent with the terminology used by ASHA and coincides with the current course description. David Nelson motioned to approve. Kelly Heckaman seconded. Motion passed: 17 voted to approve – 0 opposed – 1 abstained.

Request for a Revised Course – CSD 5030: The reasons for this change are: EDUC 5999 Professional Orientation is no longer required for this program. Linda Most motioned to approve. John Lairsey seconded. Motion passed: 15 voted to approve – 0 opposed – 0 abstained.

Revised Catalog Copy/Curriculum Change – M.Ed. with Major in Elementary Education: The reasons for this change are: To reflect the revised Graduate School Vision, Mission and Strategic priorities approved by GEC last year. Linda Most motioned to approve. Matt Grant seconded. Motion passed: 15 voted to approve – 0 opposed – 0 abstained.

**Graduate School**

Revised Catalog Copy – Mission Statement: The reasons for this change are: The new title is more consistent with the terminology used by ASHA and coincides with the current course description. Linda Most motioned to approve. Matt Grant seconded. Motion passed: 15 voted to approve – 0 opposed – 0 abstained.

## **Sub Committee Report**

- Graduate Student Success – Dr. Downing updated – New Graduate Student survey will be emailed out next week. Provided Emily Brown of AGS a copy of the Student Success Survey that was going to be emailed out right before COVID. Looking to re-energize that initiative.
- Doctoral Program Sub-Committee – No report
- Graduate Appeals - No report.
- Graduate Faculty Scholarship – Fall 2021 application deadline is September 17th.
- Graduate Faculty Membership – Dr. Nelson- submitted a request to move from APL to a Qualtrics survey for faculty seeking Full Graduate Faculty Status to full committee vote. Kelly Heckaman\_motion to approve. David Nelson seconded. 13 voted to approve - 3 opposed – 0 abstained.  
Dr. da Cruz updated Fall applications deadline is September 17<sup>th</sup>.

## **Other Business/Topics from the Floor**

- 1) Provost Smith addressed the members – Thanked graduate program coordinators and the Graduate Admission's team for the continued growth in graduate programs. Asked for programs to look for ways of growing graduate programs that have capacity to accommodate more students as well as look for new graduate programs that would attract new students.
- 2) Zduy Chu provided information about housing options for graduate students – options include suite-style and apartment-style rooms. Graduate students paired with other graduate students or seniors. Application process is the same as it is for all other students seeking housing accommodations. Have not set aside any particular # of rooms for grad students, but could if demand increases. Grad students can be hired as GAs to receive free room and board – even with family. Grad Assistant Day back on the calendar for February/March. Will be coordinating with the Grad School on logistics.
- 3) Graduate Admissions Updates – Rebecca Petrella updated – asked that programs that have not already submitted test score waivers who plan to waive test scores to do so. Provided status on Slate. Will request that GEC members be provided access to test grad application in Slate once it is available.
- 4) Search for Administrative Coordinator replacement – Dr. da Cruz updated.
- 5) Graduate Assistantships – Dr. da Cruz updated. GA Competitive Applications are due September 30<sup>th</sup>. Applications to submit are for Admin GAs, Research GAs, and Teaching GAs that are not SuperSection GAs, lab assistants, or Instructors of Record; or if already awarded a 2-year position.

- 6) Dissertation Dive Ins – Dr. da Cruz updated. Seeking at least one more faculty member to mentor doctoral students in finishing their dissertations.
- 7) AGS/SGA – No updates – Emily Brown wasn't in attendance due to class.
- 8) Items from the Floor?
  - a) Dr. Nelson requested that we invite Dr. Chu, Director of Housing to our next meeting to talk about on-campus housing options for graduate students.

Motion was made to adjourn at 3:19 PM by Dr. Linda Most. Dr. David Nelson seconded.

Next Meeting: October 21<sup>th</sup> (Next Academic Meeting October 4<sup>th</sup>)

*Marie Reyes*

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Marie Reyes, Recorder

*Becky K. da Cruz*

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Becky K. da Cruz, Associate Provost for Graduate  
Graduate Studies and Research