

Graduate Council Meeting

September 13, 2023

Members Present: Karen Koehler, Jennifer Scott, Doug Darbro, John Whitaker, Jodi Dunham, Mikel Stone, Ann Marie Allen, Jason Lovins, Jim Reneau, Chris Raber, Kim Inman, Jennifer Pauley, Bobbi Madden,

| Topics | Discussions | Actions |
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| <i>Roll Call and establishment of a quorum</i> | A quorum was established. Meeting was called to order at 4:02 pm by Karen Koehler | |
| <i>Minutes of the April 12, 2023 :</i> | No discussion | Motion to approve: Karen, seconded by John Whitaker. Unanimously approved |
| <i>Proposal Discussion and Approval:</i> | No proposals submitted | |
| <i>Program Review: Dr. Pauley</i> | Dr. Pauley shared the policy for the Program Review process. Each program is set up on a 5 year cycle and required by ODHE and HLC to submit their review every 5 years. The program Review guide can be located within the Provost's office, and the program review cycle can be found on SharePoint. | Graduate Program Directors should visit the Sharepoint site and monitor the timeline for submission. |
| <i>Program and course fees for E-Campus programs: Dr. Pauley</i> | Course and Program fees for E-campus programs have been reestablished. Programs that existed prior to the agreement with Wiley on the grad side, which is M.Ed. & MSM would once again begin charging fees. Rhetoric and Composition fees were approved during program approval and will | Programs that do not have fees approved have the opportunity to submit their fees for approval once Missy Moore sends out the request in Spring 2024. |

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| | <p>be able to start charging fees. A list of the program and course fees can be located on the SSU webpage. For new programs to begin charging fees, programs must petition the state to implement those fees.</p> | |
| <i>Scholastic Requirements: Dr. Darbro</i> | <p>Dr. Darbro shared that the <i>Scholastic Requirements</i> in the graduate manual were unclear. Dr. Darbro proposed new language for page 13 of the graduate manual. The proposed language was shared with GC members. Discussion took place surrounding the Graduate School's minimum qualifications for graduation. GC members suggested editing the language under the <i>Scholastic Requirements</i> in the manual. All proposed edits and discussions can be forwarded to Dr. Pauley.</p> | |
| <i>GA Hiring Process: Dr. Jennifer Pauley</i> | <p>Tabled/no discussion</p> | |
| <p><i>Updates:</i></p> <p><i>Jennifer Scott</i></p> | <p>How many courses can a student teach as an adjunct when enrolled in a grad program? It was discussed that enrolled students can teach as an adjunct as many courses as they desire and be enrolled as a graduate student.</p> | |

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| <p><i>Karen Koehler</i></p> <p>Motion to Adjourn: 5:08 pm Karen Koehler, seconded by John Whitaker, Unanimously approved</p> | <p>The grad certificate in deaf-blindness was submitted to the ARM committee and will be voted on at the next ARM meeting. Two new graduate faculty applicants will be reviewed at the next GC meeting. If programs have adjunct or new faculty hires that need graduate faculty status, have the applications submitted to Bobbi as soon as possible.</p> | |
| <p>Next Graduate Council meeting date: Respectfully submitted,</p> <p><i>Bobbi R Madden</i></p> <p>Bobbi R. Madden Graduate School Administrator</p> | <p>9/13/2023</p> | |