

COLLEGE OF ARTS AND SCIENCES  
Graduate Faculty Committee  
MINUTES  
October 23, 2015

Kinard Auditorium

3:15 p.m.

**Immediately following the Arts and Sciences Faculty Assembly the meeting was called to order by Dr. Amy Gerald, Chair. There were fewer than 25 faculty members in attendance, so there was a motion to do business with 14 or more faculty members (seconded and approved).**

**I. Approval of minutes**

The minutes of the September 4<sup>th</sup> meeting were approved with no corrections.

**II. Introductory Remarks**

Dr. Gerald opened by introducing Dr. Wendy Sellers for a report from the CAS Curriculum Committee.

**III. Report from CAS Committees**

Dr. Sellers described the added courses from the Curriculum Committee:

- a) The following course and program changes were approved on October 13:
  - i. *Add course: SCST 590, Principles of Teaching Social Studies I.*
  - ii. *Add course: SCWK 622A, Field Instruction II.*
  - iii. *Add course: SCWK 622B, Field Instruction II.*
  - iv. *Add course: SCWK 632A, Field Instruction III.*
  - v. *Add course: SCWK 632B, Field Instruction III.*

Discussion: Dr. Deana Morrow pointed out that the changes to the Social Work courses were to accommodate their part-time, weekend students (field hours at a reduced rate). Dean Kedrowski clarified that the part-time students would not have to take an incomplete. Dr. Morrow said that these changes resolved the issue.

**IV. Unfinished Business**

There was no unfinished business.

**V. New Business**

There was no new business.

**VI. Announcements**

Dr. Michael Lipscomb had a reminder about faculty renewing their status at graduate faculty level during tenure review process. This only has to be done moving forward (it is not retroactive), so it is only necessary the next time a faculty member comes up for post tenure review.

**VII. Graduate Directors Remarks**

Dr. Gregory Oakes started with a reminder that the Fall Graduate Commencement will be on Saturday, Dec. 19, at 11 AM. It will be conjoint with the undergraduate ceremony, and the Master's hooding will occur first.

Next, Dr. Oakes briefly gave an update on the Graduate Office *Recruiter* software:

- No changes to Faculty interface or to BDMS

- Developing communication, follow-up tools
- Residency form now part of general application – this simplifies the process and is part of a larger effort to streamline
- Missing items can be checked. Dr. Oakes has access to the system, so if you need this done contact Dr. him or Katie D.
- Dr. Oakes can also provide reports on prospects, by program, with contact information

**VIII. Dean's Remarks**

Dean Karen Kedrowski had no additional comments

**VIII. Adjournment.**