

**COLLEGE OF ARTS AND SCIENCES  
GRADUATE FACULTY COMMITTEE MEETING  
AGENDA  
August 31, 2018**

Immediately following Faculty Assembly

Kinard 018

- I. Approval of minutes** of Graduate Faculty  
Committee meeting of March 2, 2018 ..... Wendy Sellers  
*Unanimous Approval*
- Introductory Remarks**..... Wendy Sellers  
*Reminded Department Chairs to encourage those eligible for Graduate Faculty to apply for Grad Faculty status*
- II. Report from CAS Committees**
- a. Curriculum Committee** ..... Kathryn Kohl  
*Unanimous approval of proposed changes for WRIT 507-Advanced Fiction Writing  
Tabled proposed changes for Modern Language due to motion in Faculty Assembly to table discussion until October's Faculty Assembly meeting*
- III. Old Business**  
*none initiated*
- IV. New Business**  
*no new business*
- V. Announcements**  
*no announcements*
- VI. Graduate Director's Remarks** ..... M. Gregory Oakes  
*Introduced new hires and points of contact for graduate concerns and questions:  
in Records & Registration, Katina Vincent  
and Graduate Recruitment, Jessica Cauthen*
- Graduate enrollment is down but the decline has also slowed. 76 students are enrolled in the online graduate programs; 36 of those are in the CAS Social Work Program. Dr. Oakes thanked the Department of Social Work on their efforts in bringing their program online.*
- A new platform, Slate, will process graduate applications beginning Spring Semester which should make it easier and more streamlined for prospective students to apply.*
- Announced two new scholarship opportunities for graduate students:*
- Hope Reed Fellowship: \$1,000 per semester award (Dr. Wanda Koszewski, Nutrition, reminded faculty the criteria for the fellowship includes financial need and a research/project with a community service/community minded component)*

*Excellence in Graduate Studies: \$1,000 per year (Appreciation given to Dr. Jack DeRochi for his efforts to secure funds for this scholarship)*

*Discussion on Micro-certificates (previously referred to as University Badges) for professional competencies:*

*Certificates (6-11 hours) are of three levels: undergraduate (includes undergraduate courses for individuals without an undergraduate degree), post-baccalaureate (500-level or 600-level courses) for those with a bachelor's degree, and post-master's certificate (600 level courses) for those with a master's degree.*

*Dr. Jennifer Disney (Poli-Sci) asked about cross-listing courses at the 300/500 level. There was much discussion about cross-listing and the ways in which the course syllabi distinguish outcomes for the cross-listed levels and certify expected levels of practice. Dr. Janice Chism (Biology) requested clarification that 300-level courses could be cross-listed with 500-level courses with a syllabus for each course. Previously a course Biology wanted to cross-list with Anthropology had to be re-numbered in order to be cross-listed. As clarification, Dr. Jo Koster (English) talked about methods courses in English cross listed with Medieval Studies at different levels (300/500) where students were exposed to the professional expectations of a 500-level course but not graded on those standards.*

*Dr. Peter Judge (Philosophy) asked about the availability of the document Dr. Oakes shared which delineates the various certificate levels. Dr. Oakes has shared the document with graduate directors and chairs.*

*Dr. Amanda Hiner (English) asked about the potential to convert specializations or areas of focus into micro-certificates, seeking clarification on the standards by which a series of classes are judged as appropriate for a micro-certificate.*

*Dr. Oakes made note of these examples and questions to seek definite clarification regarding cross-listing and course standards for the micro-certificate program.*

*The graduate petitions forms have been updated to seek more specificity about why a petition is being submitted for consideration.*

## **VII. Adjournment**

**Note:** Quorum (35% of graduate faculty) is 22 faculty members. The minimum attendance to do business (20% of graduate faculty) is 13 faculty members.

Respectfully submitted

Devon F. Ralston