

2019—2020

## *Graduate Committee Meeting Minutes*

Thursday, 10/03/19

1:55 p.m., Weimer 2008

### **Call to order**

Kelleher called the meeting to order at 1:55 p.m.

### **Approval of minutes**

A **motion** to approve the minutes from the 9-19-19 meeting was made by Ferguson, seconded by DiStaso, and passed unanimously.

### **Qualifying Exam Petition**

A petition regarding a policy exception to the qualifying exam process was submitted prior to this meeting. The student's chair, Dr. Krieger, attended the meeting to answer questions and offer further explanation.

The petition asked for two things—flexibility in the type of exam the student will be given and flexibility in the timeline for taking the exam and defending the proposal.

A **vote** was taken regarding approval to allow the student's supervisory committee the latitude to make an exception to the current policy format. The majority voted yes.

It was suggested the committee review the current exam policy for possible changes of the process.

### **Request from Faculty Senate**

Kelleher received an email from Dr. Leslie relaying a request from the College Faculty Senate for the following information:

- statistical data on graduate program applicants and admissions, by race and gender.
- a compilation of the recorded reasons for graduate program applicant selection/rejection “for statistical analysis, to empirically determine the impact of GRE scores on admission to our graduate programs.”
- recruitment efforts regarding students of color, visitation program, mentoring of students from low income families/minority groups, specific recruitment of students of color from our undergraduate programs into our graduate programs.
- low enrollment policy for cancelling graduate classes.

It has been the policy since Spring 2019 to cancel any class with enrollment below five students on the Friday before classes begin for the semester, at the latest. The exception to this policy will be for required classes and classes joined with another course. The Graduate Division will notify the enrolled students, course instructor, and chair of the instructor's department, in addition to cancelling the course on SIS. It was suggested we have a list of required courses offered by term to make planning easier.

### **Graduate faculty appointments for lecturers (Pro Master's)**

There are 13 instructors/lecturers who will be put forward for appointment to graduate faculty. There are six in Journalism, four in Telecommunication, two in Advertising, and one in Public Relations. The vote will take place at the department level.

### **Other business**

#### Low Enrollment Task Force

Spiker made a **motion** to not pursue a task force for low enrollment. Goodman seconded and it was passed unanimously.

#### Doctoral Mentoring Award nominees

Kelleher distributed the list of faculty eligible for the award this year. Babanikos made a **motion** that Debbie Treise should be the nominee from this College after many years of being eligible but recusing herself from the nominees' list. Ferguson seconded and it was enthusiastically passed unanimously.

The meeting was adjourned at 2:40.

ATTENDING: Kelleher, Babanikos, Calienes, Chen, DiStaso, Ferguson, Goodman, Ostroff, Spiker, and Hedge. Krieger attended as a guest.