**MINUTES OF THE GRADUATE COUNCIL MEETING**  
Friday, February 10 – 3:00 PM  
Room 235 – Robert Scott Small

**Chair** – Brian McGee, Dean of the Graduate School  
Jon Hakkila, Associate Dean of the Graduate School, led meeting

**Members and Guests Present:** Kristen Ashworth (TEDU/EHHP), Mary Bergstrom (RO), Josh Bloodworth for Divya Bhati (OIEP), Annalisa Calini (MATH), Karen Chandler (ARTM), Roger Daniels (ACCY), Christian Duncan for Nancy Muller (LGC), Mike Duvall (ENGL), Christine Finnan (MTLA), Carter Hudgins (HSPV), Martin Jones (MATH), Phil Jos (MPA), Todd LeVasseur (REL, QEP), Jerry Mackeldon (RO), Jamie Mansbridge (GSA), Bret Lott (MFA), Bill Olejniczak (HIST), Aspen Olmsted (CSIS), Bob Perkins (TEDU), John Peters (SMFT), Craig Plante (MBIO), Silvia Rodriguez Sabater (LALE), Amanda Ruth-McSwain (MCOM), Matt Rutter (BIOL/SSM), Katherine Chiluski for Susan Simonian (MSCL), Malerie Suess (MPA), Laura Turner (EDPA), Annett Watson (EVSS)

**GSO Staff Present:** Jon Hakkila (Associate Dean), Susan Hallatt (Director of Graduate Admissions), Cicely McCray (Director of Recruitment and Marketing), Michelle McGrew (Research and Student Services Coordinator), and Robyn Olejniczak (Director of Student Records)

I. **Welcome** – the meeting was called to order at 3:02pm

II. **QEP Opportunity for Graduate Students – Todd LeVasseur, Quality Enhancement Plan Director**

   Todd presented an abbreviated overview of the College’s QEP on Sustainability Literacy. The QEP will provide multiple opportunities for engagement with graduate students, such as the permanent exhibit in the library, poster presentations, research projects, etc. There will also be interdisciplinary “solutions” to each year’s sustainability issue. Undergraduate and graduate students can win funding to present these “solutions” at conferences. The QEP also plans to offer four half-time graduate assistantships, which will support the work of the QEP Faculty Fellows in the Sustainability Institute. The GA positions will be open to graduate students in any degree program.

   Josh Bloodworth (OIEP) notes that the QEP can evolve and program directors can always present ideas for further graduate student engagement and opportunities.

III. **Approval of the Minutes, November 18, 2016 Meeting** – unanimous approval

IV. **New Business**

   A. Notification of the motion to split the Committee on Graduate Education, Continuing Education, and Special Programs into two committees: the Committee on Graduate Education and the Committee on Continuing Education

   i. Christine Finnan, Chair of the Committee, updated Graduate Council on the status of the motion to split the current committee. The motion was finalized by the By Laws Committee and is on the agenda for February 14’s Faculty Senate meeting. The proposed Committee on Graduate Education will maintain oversight of graduate-level teacher professional development and recertification courses (EDPD and Non-Degree Education). The proposed committee would also consider changes to admission requirements.

   B. Update on the Ad Hoc Committee on the Future Organization of the Graduate School and Graduate Education
i. Jon Hakkila reported to Graduate Council that the Ad Hoc Committee is currently gathering input from campus stakeholders – faculty, staff, students, and administrators. The Committee is also reviewing the organization and structures of peer institutions so the recommendation can include internal and external sources and information. Feedback and input from Graduate Program Directors is vital as this group is directly involved in graduate education.

Roger Daniels (ACCY) asked how the Lowcountry Graduate Center (LGC) fits into the bigger picture.

Jon responded that the Center’s MOU was recently resigned, which changes the relationship between the College and the LGC.

Chris Duncan (LGC) confirmed that the new MOU does change the operation of the LGC. The state always threatens to cut the funding that supports the LGC, but it has not happened yet. There is a lot of uncertainty around the funding and operation of the LGC.

C. Curriculum Proposals
   i. CSIS Proposal – New Graduate Certificate: Information Systems
   ii. CSIS Proposal – New Graduate Certificate: Software Engineering
      1. Two CSIS proposals considered together. Aspen Olmsted stated that the Computer Science program has four emphasis areas, with one already corresponding to a certificate – Cybersecurity. There is enough demand to introduce two more certificates that correspond to emphasis areas, but probably not enough for the fourth – Computer Science. These certificates are stackable in the sense that a student can count certificate courses towards the Master’s degree. Both proposals pass.
   iii. EDEL Proposal – Remove Co- and Pre-Requisites: EDEE 614, 640, 690, 695
   iv. EDSP Proposal – Remove Co- and Pre-Requisites: EDSP 649, 724, 731, 741, 748, 751
   v. EDGT Proposal – Remove Pre-Requisite: EDSP 760
      1. Three EHHP proposals considered together. Kristen Ashworth stated that these proposals are a continued effort to clean up the TEDU curriculum. These co- and pre-requisites are historical – over 10 years old – and were meant to restrict a student’s movement through a program. These are no longer relevant or necessary. All proposals pass.
   vi. MBIO Proposal – Update Core Requirements
      1. Craig Plante stated that the program is trying to provide more curricular flexibility to their students by adjusting their core requirements. They currently require students take four core courses, but they are changing that to only require students take three out of four courses. Craig noted that most students will most likely take all four courses, but this will allow students with sufficient undergraduate expertise to take other courses. Proposal passes.

V. Update from the Graduate Student Association – Jamie Mansbridge, Treasurer

Jamie Mansbridge provides the GSA update on behalf of President, Edward Longe, who is suffering from a golf injury. Graduate students no longer have sole access to the Graduate Student Study Room on the third floor of the Addlestone library. The room has been opened to graduate and
undergraduate students. The GSA unanimously passed a motion to reconsider this, but they have access to Room 206 in the Stern Student Center in the meantime. The GSA continues to investigate health insurance options for graduate students. Edward Longe is meeting with Business Affairs, Student Affairs, and the Provost. Jamie reminded the meeting that spring grant applications are open and elections for the 2017-2018 GSA Executive Board will be held in March and April. The GSA will also host a philanthropic event in the second half of the spring semester.

VI. Announcements, Updates, and Reminders – GSO Staff

Susan Hallatt and Robyn Olejniczak (GSO) reminded program directors to review their current admission requirements. The Graduate Dean is implementing a formal process to make admissions changes, which will be similar to the curriculum workflow.

Roger Daniels (ACCY) noted that it is important to maintain some flexibility in admission requirements.

Jon Hakkila (GSO) countered that they cannot be too vague or general – programs have to find the balance between being flexible and maintaining standards and equity amongst applicants.

Cicely McCray (GSO) let program directors know that the update to one-page program flyers will begin in the next few weeks. Programs should also consider putting videos on their program websites.

VII. Adjournment – the meeting adjourned at 3:44pm

The next Graduate Council meeting will be March 24, 2017 in RSS 235 at 3pm