MINUTES OF THE GRADUATE COUNCIL MEETING  
Friday, December 17, 2021 – 3:00 PM  
Virtual Zoom Meeting

Chair – Kameelah Martin, Dean of the Graduate School

Members Present: Keonya Booker (GSO), Mike Braswell (ACCY), Mark Del Mastro (AA), Raúl Carrillo-Arciniega (HISP/LCWA), Grant Gilmore (CPAD), Navid Hashemi (DATA), Alex Kasman (MASC), Kate Keeney (ARCM), Mike Lee (MCOM), Judy Millesen (MPA), Shawn Morrison (CGE), mutindi ndunda (TEDU/HHP), John Peters (SMFE), Craig Plante (MBIO), Emily Rosko (MFA), Susan Simonian (MSCL), Rafael Teixeira (SCIM/SOB), Maren Trochmann (POLI/HSS), Laura Turner (EDPA), Anton Vander Zee (ENGL), Annette Watson (ENSS), Kelley White (EDEC)

Guests Present: Divya Bhati (OIE), Tom Buccheit (RO), Ed Hart (SOTA), Jerry Mackeldon (RO), Nancy Muller (LGC), Norma Salcedo (MBIO)

GSO Staff Present: Susan Hallatt (Admissions), Robyn Olejniczak (Student Records), Erica Shirley (Admissions & Support Services)

I. Welcome – the meeting was called to order at 3:00pm.

II. Approval of the Minutes November 19, 2021 Meeting – unanimous approval

III. Curriculum Proposals – Shawn Morrison, CGE

A. Computer and Information Sciences, MS
   i. CSIS 638 – Implementation of Database Management Systems: pre-req change (remove DATA 505 and DATA 506)

   Shawn Morrison (CGE) described that the two DATA courses are no longer program requirements and are being removed as course prerequisites.

   The proposal passed unanimously without discussion.

B. Public Administration, MPA
   i. Program change: increase degree hours from 33 to 36 as required by external accreditation agency, add one elective to degree requirements

   The proposal passed unanimously without discussion.

IV. Lowcountry Graduate Center Leadership Update – Nancy Muller, LGC

Kameelah Martin (GSO) shared that Nancy Muller is retiring and this will be her final Graduate Council meeting. Nancy Muller (LGC) introduced her replacement, Alan Kleinfeld, who also serves as an adjunct in the School of Business. She added that the Lowcountry Graduate Center will no longer have a physical space, but will operate virtually.

V. 2022-2023 Funding Allocation – Kameelah Martin, Graduate School

The funding allocation was shared with program directors prior to the meeting. Martin (GSO) noted that these allocations were determined using a combination of data including a 3-year average of
program enrollments and Graduate Office review of previous use of funds. She also added that the College’s CFO, John Loonan, committed to hiring a consultant in January to conduct market research with the goal of realigning graduate tuition. Susan Simonian (MSCL) asked how any tuition changes be communicated to the incoming class of students? Martin (GSO) responded that program directors should not communicate any changes until they are officially approved by the Board of Trustees; it is unlikely that out-of-state tuition would increase, but it is possible that in-state tuition will increase. Ron Magnuson (MBA) asked when program directors will be able to review a proposal for tuition changes. Martin (GSO) anticipates early to mid-semester and will make sure program directors have input. Anton Vander Zee (ENGL) reminded everyone that joint programs need to be taken into consideration. Robyn Olejniczak (GSO) then reviewed the funding allocation spreadsheet with the group. She noted that any programs who had their Old Galeb budget decreased can still request funds from the Graduate School if there is need. She also offered to meet with any program director who wants to discuss their allocation in further detail.

VI. Approval of the Fall 2021 Master’s and Graduate Certificate Candidates

The graduation candidates were approved without discussion.

VII. Graduate Student Association – Sofia Troya, President

Sofia was not present at the meeting.

VIII. Announcements, Updates, and Reminders – GSO Staff

Erica Shirley (GSO) reminded everyone about the upcoming priority application deadline of January 15, as well as the application fee waiver in place until that time.

Susan Hallatt (GSO) updated the group regarding the new decision process for TargetX; she is working with TargetX on securing additional licensures.

Olejniczak (GSO) reminded program directors that the Graduate School is notifying students on academic probation or dismissal.

Martin (GSO) announced that in consultation with the other academic deans, the Graduate School dean will now provide a letter of evaluation for each program director to their respective department chairs.

IX. For the Good of the Order

Martin (GSO) congratulated Jacob Steere-Williams on his recent election to the Royal Historical Society.

Hallatt (GSO) announced that she is performing in Steel Magnolias with the Flowertown Players.

Tom Buccheit (RO) announced that Franklin Czwazka is leaving his role in the Registrar’s office in early January.

X. Adjournment – the meeting adjourned at 3:40pm