

Clayton State University Graduate Affairs Committee

Meeting Minutes

10-15-18

Committee Members Present: Andrea Allen (Notetaker), Susan Copeland, Keith Driscoll, Ron Fuqua, Craig Hill, Joshua Kitchens, Sam Maddox, Tom McIlwain, Erin Nagel, Grace Nteff, Kelli Nipper, Fran Norflus, James Smith, MeriBeth Stegall

Committee Members Absent: Marcia Butler, Mari Roberts

Guests: None

Agenda Item	Discussion	GAC Action/Resolution/Tasks
1) Reading & Approval of Minutes	Motion to approve; seconded; all in favor ay	Approved
2) Old Business	Graduate faculty applications moving from Elizabeth to Tammy Wilson. Those who submitted grad faculty applications this cycle need to be resubmitted with signatures. Still submitting applications to Elizabeth for now.	
3) New Business	<p><u>New applications:</u> Colton Magnant grad faculty application put forth for motion.</p> <p>Deborah Dumphy grad faculty application put forth for motion.</p> <p><u>Renewals:</u> Nichelle Gause grad faculty application put forth for motion. Question if she has publications. Sam Maddox mentioned she has presentations and dissertation within 5 year period. Dean Walley-Jean notes she is up for Associate status. Dean also asks</p>	<p>Colton Magnant approved.</p> <p>Deborah Dumphy approved.</p> <p>Nichelle Gause is approved for graduate faculty renewal as Associate status.</p> <p>Winifred Nweke approved.</p> <p>Christopher Raridan approved.</p> <p>Anthony Stinson approved for Affiliate status.</p>

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	<p>if this is the renewal for second time. She states you can't renew for second time, but Senior Lecturers can't renew for Full status. Discussion pertains to how to deal with Senior Lecturers who want to reapply for graduate faculty status. McIlwain notes that teaching grad courses consistently keeps you up on what's needed to teach courses at the graduate level. A question is raised whether we can amend the motion for approval to provide a waiver for the nonrenewal criteria of the Associate membership, given she is not a tenure track professor.</p> <p>Winifred Nweke grad faculty application put forth for motion.</p> <p>Elliott Krop was previously approved.</p> <p>Christopher Raridan grad faculty application put forth for motion.</p> <p>Anthony Stinson is a lecturer and is reapplying for affiliate status. He used to be tenure track and had associate grad faculty status. Dean asks if reason he didn't apply for Associate. Answer is he didn't have any publications.</p> <p><u>MBA Special Topics Courses:</u> Motion to approve MBA special topics courses. All graduate faculty will participate in teaching these. First is Digital Marketing course to be introduced</p>	<p>MBA Special Topics courses approved.</p> <p>Grad Appeal Process approved.</p> <p>New Academic Standing Policy approved.</p> <p>Out of State Tuition Waiver Approval Process</p>

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	<p>as concentration. Over summer it will be developed as a full course. In the interim, they want to be able to have flexibility to teach as special topics. Will they be able to take multiple special topics courses? The idea isn't to have a concentration in special topics. Rather, have a means to introduce a course once without having to put it on the books. Qualified faculty will teach the courses. Question about ability to craft a quality course. Members note this is no different from the undergrad level. They will count as an elective in the curriculum, underneath particular concentrations. Need to ensure that the prefix is appropriate and not repeated.</p> <p><u>Graduate Appeal Process</u> Motion for approval put forth. This process a reflection of what we see at undergrad level. We don't currently have an appeals process in catalog. New policy looks like undergrad. We will have an ad hoc committee for appeals, but no standing committee.</p> <p><u>New Academic Standing Policy</u> Suspension and termination will now be separated. Question on repeat policy: was "not" taken out or going to be put in? Dean says intention was to get rid of "not." currently if a student fails a course (C or below) and take it over, we don't replace the grade. It can become impossible to raise</p>	

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	<p>gpa. Proposing to replace the course grade. Last grade replaces. Programs can place limits on replacements. But it's up to program coordinators to monitor that. Registrar can't automate the number of replacements.</p> <p>Does the grade replacement disappear from transcript? Member is not ok with that. There should be prior documentation of courses taken. Is there technical problem keeping both grades but only counting the last grade? Dean will ask Becky.</p> <p>A separate conversation is 2 grades of C and what that means.</p> <p>Restriction: students on academic probation are restricted to 6 hours, which is halftime. International students at risk of losing visa. International can't be part-time.</p> <p>Reinstated students after being on suspension, they will be reinstated on academic probation. If gap not brought up they are dismissed or gpa below 3.0 for two consecutive semesters that they are enrolled will be dismissed.</p> <p>Programs can have stricter rules that grad school, but not less strict. And students can still appeal.</p>	

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	<p>Do we dictate which 2 courses they take? The students have to come up with a plan with grad director.</p> <p><u>Out of State Tuition Waiver Approval Process</u> Highlighted places were questions for body. Right now, faculty recommends students for out of station tuition waiver. But, can students automatically apply? If they got it before, why not automatically apply for renewal if in good academic standing. Can apply at any time. But deadlines will start to be required. Anyone is eligible, but maybe other students are more deserving and so we don't want to make it automatic. A certain number are disseminated annually. We are supposed to have a committee for this. A faculty recommendation might be good for renewal. We will put under old business for next meeting.</p>	
4) Announcements	<p>Procedures folder: on Onedrive; will periodically put things in there to be aware of (e.g., grad curriculum review)</p> <p>Course substitutions: start using the substitutions form created</p>	
5) Adjournment	3:02 pm	