**Graduate Council Meeting Minutes**

Thursday, November 19, 2020 - ZOOM

**MEMBERS PRESENT:**Annette Barnes, DNP/Nursing

Melissa Bugdal, Fulton Rep

Celine Carayon, HIST

Kacie Cassar, GSC President

Doug DeWitt, Ed Leadership and Chair  
Maida Finch, Ed.D./REED

James Fox, EDLD

Clifton Griffin, Dean of Graduate Studies

Yvonne Downie Hanley, M.B.A.

Martin Hunter, Registrar

Mary Hylton, MSW  
Carolynne King, At-Large Seat

Laura Marinaro, MSAT

Scott Mazzetti, AHPH

John Nieves – ENG, Faculty Senate Liaison

Vicki Root, CHHS Rep   
Jessica Scott, OGS  
Keetha Soosaipillai, CADR

Elizabeth Walk, OGS

Star Weaver, MAT

Thea Williamson, Seidel Rep

**NOT PRESENT:**Jennifer Bergner, MSME

Christina Bradley, Henson Rep  
Stuart Hamilton, GIS

Dana Price, BIO

1. Call to Order – 3:30 p.m.
2. Minutes

* The September minutes were unanimously approved with no changes.

1. Thesis/Dissertation Binding/Storage

* Students should be clear on number of documents being sent to student and department and to whom they should be sent.
* Permanent email address, home address and current phone number is important for communication.
* We should be encouraging students to submit to SOAR keeping in mind embargos must be considered.
* Bound copies are kept in Nabb which makes access difficult. Can they move moved to regular circulation?

1. SLATE Update:
   * Liz has sent links to all programs to complete initial steps.
   * She will set up individual meetins with all programs and staff. Thanks for your continued efforts enrollment is holding steady.
   * Initial use will be a CRM but we will eventually use their application system. For now, we will continue with CollegeNet.
2. Curriculum

* AHPH – Change to Grad Program
  + Drop the GRE requirement for program admission as they are not being used during review.
  + V. Root recommended approval. It was seconded.
  + Vote: Unanimous
* AHPH – Change to Grad Program
  + Drop EXSC 472 as a program admission prereq
  + Course doesn’t fit new shift toward strength, conditioning and human performance
  + V. Root recommended approval. It was seconded.
  + Vote: Unanimous

1. Graduate Courses - Clifton Griffin

* Some programs have elective flexibility, others do not.
* Do we want to put together a list of courses that can be used as electives?
* J. Scott pulled an initial list and shared with the group. She will remove courses with prereqs or program admission requirements and resend to programs for review.

1. Mentoring – Maida Finch

* Are your departments doing menting for pre-tenure faculty?
  + C. Carayon – Some are choosing formal and some want informal mentoring. History faculty are trying to be supportive and constructive with new faculty.
  + J. Nieves - Nothing formal. More of trying to be attentive and listen to their concerns. Ask how they are doing. Take time to listen to them.
  + J. Scott - MOSAIC program is underway. It was developmed by an FLC and creates partnerships between those willing to be mentors and those who need mentors.

1. GSC Update – Kacie Cassar

* Trying to have virtual social events. Had a Halloween costume through Instagram
* Working with administration to find office space for GSC.
* Currently have 13 assembly members but would be ideal to have 2 per program.
* Hosted a Thesis Writing Workshop with Writing Center
* Would like to reorganize Volunteer Center
* Minutes were approved as submitted.

1. Dean’s Remarks – Clifton Griffin
   * Office of Grad Studies is here to support programs. Any concerns?
     + C. Carayon: Fulton will no longer allow faculty to use personal development funds to purchase books or they become part of the library. Grad faculty require books to start seminiar planning. Can we use marketing funds for these purchases?
       - C. Griffin – Please follow up with an email to me.
       - A. Barnes – Some publishers are offering free e-books.
   * Some programs are having virtual celebrations. Thank you for celebrating students.
   * Brand exercise is ongoing. Graduate programs are expected to grow but are not part of the branding identity. What will SU look like in 5 years?
2. Other Remarks

* D. DeWitt – Special thanks to Clifton Griffin, Jessica Scott, Liz Geiger and Marty Hunter for helping all the grad programs during this challenging times.

Meeting was adjourned at 4:18 p.m.

Submitted by Jessica Scott