

**Graduate Studies Council - GSC**  
**Minutes**  
**11/2/22**  
**Trenton Hall 120**

In Attendance: T. Clydesdale, E. Farr, M. Ellard, D. Bowen, L. Foxworth (Vice Chair), K. Grant, M. Dugan (Chair), M. Pozzuolo (graduate student);

Excused: K. Jervis

Visiting: S. McCotter, J. Baker

Approved and seconded 10/5/2022 minutes

**NEW BUSINESS**

Joseph Baker, Chair for CAP, floated the preliminary idea to streamline workflow: CAP to coordinate with GSC to address bottlenecks, avoid duplicate efforts, and expedite the processing of graduate-related business.

GSC expressed favorable reception; offered comments and asked questions, including:

Q: Given the level of work being done by GSC how will GSC workload change?

A: JB indicated most change would occur in CAP, not GSC

Q: What happens if CAP subcommittee feels the charge needs more attention than it can provide, can it go to full CAP?

A: Should the scenario arise. the issue can be addressed more largely

Q: Will Steering charge GSC directly and provide direction for gathering testimony?

A: Needs clarification from Steering

TC: This change would empower GSC more than the current process. It will enable GSC to offer formative feedback and act as the gatekeeper for approval to move forward.

Q: How will revisions be tracked/approved?

A: Charge wouldn't move to CAP until GSC deems it is complete/ready

Q: Is wider representation from faculty needed?

A: Composition set by governance doc. Wouldn't be tweaked in short-term. Would need to assess composition for broad representation of campus and address during governance process revision.

TC: GSC is not a curriculum committee; it may need input from curriculum experts, perhaps as guest/consultant committee member. General committee agreement expressed.

Q: Would the CAP subcommittee membership rotate?

A: Preference to have one core group established in Sept. Chair and/or vice chair plus individual(s) interested in grad/disciplinary interest would serve for the academic year.

TC: Suggestion made for CAP subcommittee to establish a standard meeting time so it's always on everyone's calendar. Work could be ad hoc with regular review of meeting minutes and open lines of communication.

TC: Be mindful that GSC is currently considered low-tiered level of service for tenure/promotion documentation. Consider increasing level of worth for promotion Until a change in Reappointment and Promotions Document (RPD) can be considered, faculty self-advocacy is important. Emphasize committee expectations in the essay for PRC to cite until RPD can be aligned.

Questions to be posed to Steering:

1. Will Steering directly charge GSC, copying CAP?
2. In response to charge, will GSC report directly back to Steering after consulting with CAP subcommittee?

Overall, GSC responded favorably to CAP's ideas. CAP will meet as group to discuss at next meeting.

Ellen Farr updated GSC on progress made in CAP:

- Update on the Grad Cert Program policy: testimony solicited from stakeholders; due 11/11/22. CAP will review and vote at next meeting after results are returned and pass recommendations to Steering
- CAP has reviewed the [Grad Cert Program Policy](#), someone noticed that there is a difference between the minimum number of credits in this policy (12) as opposed to the minimum noted in [Graduate Programs and Degrees Defined](#) (15).

- o GSC discussed the procedure for making changes to definitions, policies. Tim shared if the revisions are under GSC's our normal scope we can review and make changes without a charge
- o GSC will decide if revisions should be made

Clarification sought on whether all proposals would be read by GSC twice. Certificate programs come twice; not master's programs.

Tim Clydesdale asked for GSC feedback on an exception to SOP: In Spring 2023 the proposal Master's of Professional Studies will be developed. It is a different program from others as it is purely interdisciplinary thus program will be overseen by dean of graduate studies. Problem: there is no interdisciplinary curriculum committee. Proposed solution: GSC can stand in as curriculum committee for two courses, provide feedback; recommendations would go to Council of Deans for final approval. GSC agreed it is willing to serve as curriculum committee for those two courses.

Next Meeting Dec 7, 2022 Trenton 120

Submitted by Ellen Farr