

**University Graduate Council Minutes  
Richards Hall, VPAA Conference Room  
January 13, 2017 Noon**

Dr. Margie Yates (COEHP)  
Dr. Andres Jauregui (TCOB)  
Dr. Scott Harris (COA )  
Dr. Kevin Burgess (COLS)  
Dr. Nicholas Bolden (COLS)  
Dr. Shamim Khan (TCOB)

Dr. Gregory Blalock (COEHP)  
Dr. Amy Vael (COEHP) – for Dr. Tamara Condrey  
Dr. Ellen Roberts (Academic Affairs)  
Dr. Tina Butcher (Academic Affairs)  
Dr. Wayne Summers (guest)  
Ms. Kristin Williams (Admissions/Recruitment)

**Topic**

**Item 1: Welcome, Lunch, and Approval of December Minutes**

Dr. Yates called the meeting to order and the council approved the December meeting minutes with changes to items 2 and 5.

**Item 2: Report from Graduate Education**

Report from Associate Provost for Graduate Education. Dr. Roberts gave an update on the most recent Graduate student advisory council meeting. The meeting had about 16 students in attendance. As a response, Dr. Roberts will meet with each college to inquire about graduate assistant activities that would be beneficial each college.

**Item 3: Old Business**

Approval of Graduate Faculty. The Council approved two graduate faculty applications. One was approved for full graduate faculty status and another for associate graduate faculty status.

Review Academic Standing Guidelines. Dr. Roberts informed the council of the current guidelines and the need for review. She wants to make faculty and students aware of the new changes to academic standing guidelines. The council discussed the following guidelines.

- A student will be removed off academic probation if they earn a semester GPA of 3.0 or higher, and an overall GPA of 3.0 or higher
- A student will continue academic probation status if they earn a semester GPA of 3.0 or higher, but overall GPA is less than 3.0
- A student will be academically suspended for a semester if their semester and overall GPA is less than 3.0 following probation. They may return after sitting out one semester.

- Current Graduate School policy allows students to retake two courses.
- Dr. Roberts stated that each department should have active policies for students getting off provisional status. Council will locate the University's admission policy.

#### **Item 4: New Business**

Graduate Assistant Policies and Graduate Academic Regulations. Dr. Roberts briefed the council on the topic of graduate assistantships during student teaching or internships. She created a policy allowing a student to work as a partial graduate assistant for 10 hours a week if the department provides documentation that the assignment can be accomplished outside the 40 hour a week student teaching or internship requirement. Currently, there is no written policy that addresses this issue. Council approved a motion to implement this as a standard policy with the identification of specific courses within departments that specify student teaching or internship hour requirements.

Dr. Roberts reviewed the additional changes to Graduate Assistantship Policy and Procedures that are highlighted in red on the updated document that was handed out to council members. Dr. Roberts will meet with department chairs to discuss the integrity of programs of study. Specifically, she would like to discuss course substitutions. Dr. Roberts scheduled a meeting for graduate program coordinators on February 3, 2017.

The council discussed the proposed changes to the Master of Science in Applied Computer Science. The proposal changed the number of require hours for the MS in Applied Computer Science from 36 hours to 30 hours (33 hours for Masters by thesis with concentrations in Software Development, Modeling and Simulation, or Information Assurance). This is consistent with other Universities in the Georgia System. Dr. Khan stated that this change will make the program more competitive with other institutions. The changes are reflected in the updated Program of Study handed out to the Graduate Council. Graduate Council made a motion to approve the new Program of Study with changes to the required hours for each concentration. The council made the recommendation that all concentration hours are consistent (i.e., 30 hours).

Dr. Khan reported to the council that The School of Computer Science will discontinue the combined BS-MS program. Since the start, no student has completed the combined degree. Also, the department noted the program's failure to meet SACSCOC requirements and lack of demand.

#### **Item 5: Announcements**

Graduate Open House will be held on February 25, 2017. The next Graduate Council meeting will be held on February 10, 2017 at Frank Brown Hall on the CSU downtown campus.

**Adjournment at 1:55pm EST**