

Dr. Harold Pardue Called the Meeting to Order at 3:07 p.m. and facilitated introductions.

Members Present: Elizabeth Adams, Gwendolyn Pennywell, James Stefurak, Eric Loomis, Clive Woods, Leigh Minchew, Blair Saale, Aishwarya Prakash, Ben (Huubinh) Le, Neil Schwarz, Joyce Pittman, Ryan Benton, Evan Butlig, Norma Jean Tanner, Ashley Suggs, Heather Nix, DeAnna Cobb, Avery Robinson, Ashley Gibson

Members Absent: Mark Taylor, Sytske Kimball, Kevin West, Jaclyn Bunch, Jessica McCarty

Guests: Denise Robb, Angela Coleman, David Furman, Jeremy Hatcher, Lisa LaCross

1. Dr. Stefurak moved to approve the November 6, 2023 meeting draft minutes. The motion carried.
2. The order of the agenda was adopted after it was revised to accommodate the guest presenters.
3. **Graduate Dean's Report**— Dr. Harold Pardue advised he and Christa Russell, our 3MT winner, attended the **Council of Southern Graduate Schools 2024 Annual Meeting** in Greenville, SC March 13-15 (Wednesday-Friday), 2024. He noted that Christa did a great job presenting. He noted there was stiff competition and other Universities appear to provide a significant amount of coaching to support their presenters. **R1 Committee Update:** Dr. Harold Pardue noted the University has to have \$50 million in research expenditures and graduate at least 70 Ph.D.s per year (The most recent number is 54). **Budget:** Dr. Pardue reported the Graduate School is still working on a budget. There is still a large deficit likely caused by spending too much on start-up packages and student health insurance. He noted although tuition increased, our remission budget did not. He noted that by Spring, GA funds would be placed under a FOPAL for the programs to manage. Unused funds will roll. There will be no backup if programs overspend. We are in the process of a soft rollout.
4. **Continuous Enrollment Grade Mode**—Angela Barlow initiated a discussion regarding a proposed **continuous enrollment grade mode**. Faculty would have the option to issue 1 of 3 new grades to students working on projects, theses, or dissertations. **PR** (student making progress), **CR** (student has completed requirements, and **NC** (unsatisfactory progress). These grades would have no impact on the quality points of the GPA. Hours taken would count toward the total number of credit hours. This would document progress or lack of progress. At this time there is no limit on the number of NC grades that could be assigned. However, consecutive NC grades would indicate the need for counseling. She noted the Council could write a draft and send it to the curriculum committee. There was no objection from the body.

Curriculum/CAF Review Process—Harold Pardue and Angela Coleman reported some programs believe the curriculum committee is more involved than necessary in the processes. Dr. Pardue polled the graduate deans at other schools in our State and reported that all colleges except UAB, follow a process similar to ours.

5. **SLATE overview and update**—Norma Jean Tanner noted she and Dr. Pardue are working on forms. The goal is to get all graduate forms into SLATE.
6. **Admissions Process**—Matthew Cox, the Associate Vice President for Enrollment Services, advised Admissions would like to offer centralized services in which they would own the process of document collection. This would allow programs to focus on positive interactions with candidates. He posed the option of acting as the first look for approval for applications and inquired if there were programs that could or would allow for automatic acceptance for applicants who meet qualifications. He advised he would be discussing strategic enrollment plans with leadership to include their 5-year history and 3 years into the future. He discussed options for adding dedicated graduate recruitment staff.

7. **ACHE and GA update** —Ashley Gibson noted that Accounting BS is adding an online option. MBA is adding one option; Aerospace Engineering submitted a Skinny Proposal (1 year of post-implementation data); Global Leadership concentration to the HTM BS; Events Marketing and Management to the HTM BS. She noted there were some problems with payroll which they resolved. GA offers cannot exceed 52 weeks. She reminded the body about deadlines: Summer (GTA-May 8, 2024, GRA/GA – May 15, 2024) Fall (GTA-July 30, 2024, GRA/GA – August 6, 2024)
8. **Courseleaf** —Ashley Gibson reported things were going well, although they are still working through changes. Banner issues are still being resolved, as are course fees. Academic Affairs has a [link](#) regarding curriculum review on their web page. She also noted Chem cleanup is causing a delay in the New Bulletin and promised an email update.
9. **Thesis containing CUI Material**— David Furman addressed the need to have a controlled unclassified information policy to address thesis and dissertations with proprietary information for sponsored research. He suggested preapprovals for the advisor/ PI on a project. It was also suggested that we consider options to include redactions, delayed publishing, or not publishing the works. It was suggested the matter be referred to a smaller group for review.
10. **GIS 596 Internship course for OPT**—Harold Pardue and Denise Robb initiated a discussion about the need for an International Programs internship elective in which a student could receive academic credit. Ms. Robb noted it should provide curriculum practical training. This would offer a benefit to the students and would allow the university to be more competitive with recruitment. She noted Systems Engineering is already offering this elective. Both domestic and international students would be able to enroll. There was no objection from the body.
11. **Teaching Members on Thesis/Dissertation Committees**— Harold Pardue and Deanna Cobb inquired if Teaching Members should be allowed on Thesis and Dissertation Committees. Deanna Cobb noted there were additional forms that were required each time a Teaching Member was included. There was a discussion that acknowledged some Teaching Members are qualified and others are not. The consensus was that this should be resolved on a case-by-case basis.
12. **Synchronous online courses** —Dr. Pardue promised communication via email due to the meeting exceeding the time frame allotted. There was some discussion regarding the format of hybrid courses and Hi-Flex courses.
13. **Postdoc Salary**— Dr. Pardue promised communication via email due to the meeting exceeding the time frame allotted.
14. The meeting was adjourned at 5:07 p.m.