Date: Wednesday, September 18, 2019

Location: Giolas Conference Room 216

Subject: Executive Committee (EC) of The Graduate School meeting minutes

Attendees: Maria-Luz Fernandez, Jane Gordon, Kent Holsinger (*Ex Officio, Chair)*, Barbara Kream (*Ex Officio*), Etan Markus, Barbara Parziale (*Ex Officio, Secretary*), Lynn Puddington and Kathy Segerson (*Ex Officio*)

Absent: Judy Brown, Mitch Green (sabbatical), Elizabeth Holzer, Joseph Loturco, and Charles Mahoney

Guest: Constance Devereaux, Jeff Dudas, Stephen Dyson, Angela Starkweather, Stephen Suib

1. Agenda item number one (1) – Call to order. The regular meeting of the Executive Committee for September 18, 2019 was called to order at 3:00 pm.

1. Agenda item number two (2) – Presented for consideration and voting – Approval of the minutes. The minutes of the April 24, 2019 meeting of the Executive Committee were introduced. There was a motion offered to accept the minutes, which was seconded, and the motion was adopted in favor by all members present. **Agenda item number two (2) was passed without dissent.**
2. Agenda item number three (3) – Announcements. There were no announcements.
3. Agenda item number four (4) – Presented for consideration and voting – *Add a course – IMS 5301: Microstructural and Morphological Analyses for Certificate Program in Materials Analyses.* The Graduate School acts as the C&C for the Institute of Materials Science to approve courses for the program. After a brief review of the request there was a motion to approve the course, which was seconded, and the motion was approved by a voice vote. **Agenda item number four (4) was passed unanimously by a voice vote.**
4. Agenda item number five (5) - Presented for consideration and voting – *Add a course – IMS 5302: Structural Analysis for Certificate Program in Materials Analyses.* The Graduate School acts as the C&C for the Institute of Materials Science to approve courses for this program. After a brief review of the request a motion was made to approve the course, which was seconded, and the motion was approved by a voice vote. **Agenda item number five (5) was approved unanimously by a voice vote.**
5. Agenda item number six (6) – Presented for consideration and voting – *Add a course – IMS 5303: Compositional Analyses for Certificate Program in Materials Analyses.* The Graduate School acts as the C&C for the Institute of Materials Science to approve a new course for the program. After a brief review of the request a motion to approve the course was offered, which was seconded, and the motion was approved by a voice vote. **Agenda item number six (6) was approved unanimously by a voice vote.**
6. Agenda item number seven (7) – Presented for consideration and voting –*Add a course – IMS 5304: Surface and Interfacial Analysis for a certificate program.* The Graduate School acts as a C&C for the Institute of Materials Science to approve a new course for the program. After a brief review of the request a motion was made to approve the course, which was seconded, and the motion was approved by a voice vote. **Agenda item number seven (7) was approved unanimously by a voice vote.**
7. Agenda item number eight (8) – Presented for consideration and voting – *Name change from MFA in Arts Administration to MFA in Arts Leadership and Cultural Management.*  In the contemporary arts field the term management as opposed to administration is more accepted. Therefore, the program seeks to be renamed. A motion of approval was offered, which was seconded, and the motion was approved by a voice vote. **Agenda item number eight (8) was approved unanimously by a voice vote.**
8. Agenda item number nine (9) – Presented for consideration and voting – *Name change of graduate certificate from Arts Administration to Arts Leadership and Cultural Management.* In the contemporary arts field the terms leadership and management are more acceptable than administration. Therefore, the program seeks to change the name of its graduate certificate. A motion was made to approve the name change, which was seconded, and the motion was approved by a voice vote. **Agenda item number nine (9) was approved unanimously by a voice vote.**
9. Agenda item number ten (10) – Presented for consideration and voting – *Change in delivery method to online for Master’s of Science in Nursing: Adult Gerontology Primary Care and Master’s of Science in Nursing: Adult Gerontology Acute Care.* This will complete the move to online for all master’s programs in Nursing. A motion was made, which was seconded, and the motion to change the delivery method was approved by a voice vote. **Agenda item number ten (10) was approved unanimously by a voice vote.**
10. Agenda item number eleven (11) – Presented for consideration and voting – *Add/create new degree program – Master’s degree in Race, Ethnicity, and Politics (REP).* The focus of recruitment for this program would primarily be school teachers and public or state workers. A motion was made to approve the new degree program, which was seconded, and the motion was approved by a voice vote. **Agenda item number eleven (11) was approved unanimously by a voice vote.**
11. Agenda item number twelve (12) – Presented for consideration and voting – *Add new degree program – Master’s degree in Politics and Popular Culture (PPC).* The focus of recruitment for this program would be current students and prospective new students probably in the communications and journalism areas. This would open up a new master’s program distinct from the MA and the 4 + 1 program in Political Science. A motion was made, which was seconded, and the motion was approved by a voice vote. **Agenda item number twelve (12) was approved unanimously by a voice vote.**
12. Agenda item number thirteen (13) – Dean’s Report and Discussion

Dean Holsinger and Associate Dean Segerson briefed the Committee on several upcoming proposals that would be put before the Graduate Faculty and the Graduate Faculty Council. These included: (1) proposed revisions of the by-laws of The Graduate School, (2) proposed amendments to the by-laws of the Graduate Faculty Council related to time limits for part-time master’s programs, and (3) proposed amendments to the by-laws of the Graduate Faculty Council related to transfer credit restrictions.

1. Agenda item number fourteen (14) - New business and updates. There was no new business nor were there any updates.
2. There was a motion offered for adjournment which was seconded and the motion was adopted in favor by all members present. The meeting was adjourned at 5:00 pm.
3. The next meeting of the Executive Committee is scheduled for **October 16, 2019 in the Giolas Conference Room**.