

Executive Committee of the Graduate Faculty
September 27, 2007
Bradley Hall Conference Room 247
3:00 – 4:30 p.m.

Attendees: Drs. Robert Bolla, Jobie Skaggs, Ed Sattler, Bernie Goitein, Kelly McConnaughay, Jiang B. Liu, Rob Rowe, Kevin Finson, and David Zietlow

Absent: Drs. Prasad Shastry, Lori Russell-Chapin, and Fisher Stolz,

Guests: Leslie Betz, Kathie Beaty, Lynne Franks, and Bonnie Price

I. Motion to approve minutes from September 13, 2007 –
1st Dr. David Zietlow, 2nd Dr. Kelly McConnaughay. Minutes Approved.

II. Addition to Agenda

III. Old business

Update: Dr. Bolla reported that the In-Progress and the Two C Limit policies have been forwarded to the Provost

a) **Executive Committee Subcommittees – Dr. Bolla**

Curriculum and Program – Dr. David Zietlow
Regulations – Dr. Ed Sattler
Program Assessment – Dr. Lori Russell-Chapin
Marketing – Dr. Bernie Goitein

IV. New business

Course Modification and Course Addition -

a) **Course Modification MLS 622** – 1st Dr. Ed Sattler, 2nd Dr. Bob Bolla.
Discussion. Motion Passes.

b) **Course Addition MLS 634** – Change title – 1st Dr. Ed Sattler, 2nd Dr.
Bernie Goitein. Discussion. Motion Passes.

c) **Issue Report** – Leslie Betz presented a list of current issues that require attention of the ECGF during the 2007/2008 academic year. The following issues will fall under the Regulations Committee: 5 year limit for SLG's going into programs; Incompletes; 3:2 programs – how to count and when to transition; Graduate Assistantship Issues; GPA calculations for admission – need a minimum graduate standard -programs can deviate from the standard as long as the deviation is above the standard. Dr. David Zietlow asked if international GPA needs to be reviewed. Lynne Franks stated that factoring in a quality control

factor is not the standard among other institutions; Thesis Guidelines; 500 level courses; Graduate Student Activity Fees – Dr. Bob Bolla found out that a Graduate or Undergraduate Activity fee is not collected from Graduate Students. He asked ECGF members if Graduate Students should pay an activity fee to fund Graduate Student Activities? Members agreed. Dr. Bob Bolla will begin exploring the steps needed to attach a fee. Additional issues that require the attention of the ECGR include: faculty compensation for mentoring/supervising student research per Dr. David Zietlow and discussion regarding placing Continuing Education on a teaching load formula Dr. Ed Sattler.

Dr. Bolla added that Evaluation of Graduate Programs will fall under the Program Assessment Committee Evaluation of graduate programs.

d) Activity and function of ECGF – Dr. Bolla

Dr. Bolla distributed the current Constitution of the Graduate Faculty and asked the committee to review the document.

V. Adjourn 4:15 PM –Next meeting 10 – 11 – 07

Respectfully submitted Dr. Jobie L. Skaggs, ECGF Secretary