

Graduate Council
Thursday, September 26, 2024
12:25pm, MCCC 319
Meeting Minutes

- Present: Adams, Amos, Bryson, Butler, Carpenter, D. Chapman, Clements, Deane, Ensor (chair), Evans, Hardin, Heaster, Kumpiene, Reed, Stout O’Dell, Yakubow
- I. Call to Order
 - II. Approval of [Minutes from August 29, 2024, meeting](#) (Heaster motion, motion approved)
 - III. Internship Description and Objectives-Dwight Heaster
 - a. File in Team drive has been updated from undergraduate version
 - b. Is expected to be flexible for use with all programs
 - c. Evans noted vestigial wording (referring to Accounting) that should be removed
 - d. Ensor suggested “hands on experience in a relevant setting”
 - e. Evans questioned if “permission of instructor [or of graduate coordinator] required”; Heaster suggested that these courses not be regularly scheduled and thus permission inherent in the Add a Course.
 - f. Naming conventions were discussed, and “Graduate Internship” arrived upon.
 - g. Level (597 versus 697) also discussed, and 597 chosen.
 - h. Timing (8-week versus 16-week course) was also discussed and 16 weeks determined.
 - i. Number of credits was also discussed (1-3, 1-6, set number): 3 and can be repeated for credit one time was the consensus.
 - j. Graduate Internship was approved [as modified in Teams](#) and above (Bryson motion, Heaster second, motion approved)
 - IV. Academic Probation and Suspension Policy- Ann Reed
 - a. Graduate students must maintain a cumulative 3.0 GPA [institutional and transfer]. If students fall below 3.0, they are placed on probation. Students placed on probation who do not achieve institutional or cumulative GPA requirements in subsequent semesters are suspended.
 - b. Scenarios were discussed. Determination was that intention was for both institutional and cumulative GPA (explicitly noting that students who continue to make 3.0 in subsequent semesters continue on probation whether their cumulative GPA is at or above 3.0).
 - V. Plans of Study and Financial Aid Hours for Grad Students
 - a. Split-term semesters: until students meet full-time status, their federal aid cannot be disbursed.
 - b. Graduate courses taken by undergraduate students must either fulfill degree requirements or be taken over and above 12 credit hours or undergraduate students will need to pay out-of-pocket (albeit at the undergraduate rather than the graduate rate).
 - c. Graduate Assistants must take 9 hours per semester, for which they receive 3 hours tuition waiver. In the final semester, they can drop below the full-time rate with no issues.

- d. Full-time versus part-time load. Revisited 6- versus 9-credit hours as full-time again.
- e. Graduate students are eligible for loans at 6 hours, but the timing comes into play, with aid not disbursed until hit 6 hours.
- f. Most students are not taking 9 hours per term.

VI. Timeframe for Admission into Graduate programs

- a. Four weeks prior to the start of the semester is the end date for review of applications.
- b. Business, Criminal Justice, and Education faculty are all on board with reviewing as soon as applications are received.
- c. Review time:
 - MAT applications require processing time.
 - MBA committee commits to 48-hour turnaround time.
 - MSCJ notes that their applications can be reviewed within hours.
- d. Reaffirmed vote that admission application to include unofficial transcripts (GSU and non-GSU transcripts)

VII. Action/discussion items for next meeting:

- a. 6- versus 9-hours for full-time vote
- b. Revisions of course rotations/plans of study
- c. Quick admits—under what circumstances and for which programs