



Graduate Council Meeting

November 30, 2023, 3:00 pm

AB 213A

Minutes

Attendees: Mari Clements, Kevin Evans, Larry Baker, Donal Hardin, Dwight Heaster, Kaitlin Ensor, Gerda Kumpiene, Connie Stout O'Dell, Ann Reed and Rachel Adams

- Approval of the Graduate Studies Council meeting (November 17, 2023) minutes – Kaitlin motioned to approve the minutes and Larry seconded. Motion passed.
- Transfer GPA Requirement – The following language will be added to Policy 28A “If coming from a comparable program the recommended GPA would be a 3.0”. Kaitlin motioned to approve this and Dwight seconded. Motion passes.
- Undergraduate Seniors Taking Masters Courses – There are billing issues preventing this at this time. Dwight mentioned that it would help with retaining students from undergraduate to graduate. There will need to be further discussion on this in the future to find a resolution.
- MBA – Special topics courses (599/699) will be electives. Language in the catalog after the courses listed would read “And any 599 or 699 courses in ACCT, BUSN, ECON, FINC, MGMT OR MRKT”. Dwight spoke with the business department and they have agreed that the MBA transcript shouldn't have “management” listed for the major. After much discussion it was decided that the transcript will read as follows: Degree–Masters Business Administration, Program–Masters Business Administration and Major–Business Administration. Motion to approve these changes was made by Dwight and seconded by Kevin. Motion Passes.



- Graduate Student Registration Processes – Dwight keeps a spreadsheet of all the MBA graduate students. He said that he will copy Leisa Dean on emails and ask students to respond to emails to confirm their schedules. Gerda sends emails to each student with a plan of study, copies Leisa Dean on them and has the student respond with the courses they would like registered for.
- Operational Plan – Graduate curriculum changes will be decided by the Graduate Council and sent to Curriculum Committee for informational items every time they meet.
- Bylaws (Adding Duties of the Committee) – “Duties of Committee” section will be added to the bylaws and will include the following: i. Review, study, and approve any requested curricular changes. ii. Review, study, and approve all courses and programs offered by the University. Motion to approve made by Kaitlin and seconded by Dwight. Motion passes.
- Adjournment

Leisa Dean

January 10, 2024