

MINUTES
Graduate Studies Committee
October 10, 2018

Present: Director Finger; Professors DeSimone, Kennelly, Mazza, Samuel

- 1) The meeting was called to order at 11 a.m.
- 2) The committee approved the minutes from the meeting on May 9, 2018.
- 3) Professor DeSimone welcomed Professor Samuel, a new member and thanked everyone for agreeing to serve on this committee.
- 4) The committee discussed and approved proposals from the following departments and decided to send them to the senate for final approval, pending specific revisions for some proposals:
 - Department of Health Sciences
 - Certificate change: Advanced Certificate, Pre-K-12 Health Teacher
 - Counseling, Leadership, Literacy and Special Education
 - Certificate changes: Advanced Certificates: Students with Disabilities (Birth-2); Students with Disabilities (1-6); and Students with Disabilities (7-12)
 - Department of Middle and High School Education
 - Course changes: ESC 798 and ESC 610
 - Department of Music, Multimedia, Theatre and Dance
 - Course change: MSH 751
 - Department of Biological Sciences
 - Graduate Bulletin Update: Biology BA/MA, Dual Degree description
- 5) The committee discussed two current policies: *Interruption of Studies* and *Transfer of Credits* and potential updates to make these policies more aligned with other similar colleges/universities. Director Finger will present drafts of revisions to the committee in November for further review.
- 6) Director Finger also informed the committee that his office recently surveyed program coordinators to seek feedback on ways to better streamline the graduation audit process so that the graduation of eligible students is not delayed. The registrar's office will approve the graduation of eligible students as long as there are no exceptions. If there are any exceptions (e.g., substituted courses, etc.), then program coordinators will be asked to review any special cases and give final approval.
- 7) The meeting adjourned at 12 p.m.

Respectfully submitted,


Janet R. DeSimone, Chair