

**Faculty Senate Graduate Studies Committee Minutes**  
**September 18, 2018**  
**RWEC 207**

**3:30 – 5 p.m.**

1. Call to order
2. Roll

Attending members: Melanie, Adele, Tom, David, Marcus, Amanda, Misty, Scot, Tad, Dirk

Absent: Sue

Attending ex-officio: Linda, Amber

Absent ex-officio:

Guests:

3. Corrections to and approval of minutes from previous meeting
  - Sue added as Absent
4. Welcome and Set up of Committee, Melanie Landon-Hays
  - review of new members
  - review of committee structure and charge
5. Old Business
  - Approval of Minutes
  - Amber Deets: Graduate Assistantship and Marketing Meetings - new system in place for GAs, please attend marketing meetings!
  - Graduate Thesis Manual ad-hoc committee---Stewart and Melanie - thesis versus project manual - 3 different manuals? Everyone bring examples of how our programs work.
  - Alternative Admissions Conversation - last year's proposal was rejected by the provost's office. Committee is interested in revisiting.
6. . New Business
  - Graduate Office: News & Updates
  - Notetaker / Minutes needed -- Amanda!
  - Work with catalog changes---a major charge of our committee. Look into how to put through a course / program change? Focus for the year:
    - Fall--meet and work on needs that will be put through; Winter--results are taken back to Division or Grad Committees within programs for review; Spring--final revisions are made, votes to approve, adopt, reject, etc.
    - Invite to Camila to review portal changes.
  - Marketing and Recruitment Opportunities
  - Grad Studies PLC for Writing Assessment - reply to Erin and Melanie if interested.



- Exit project writing guides
- Topics of interest that have been mentioned:
  - Strategic Plan Alignment
  - Shared courses for graduate programs
  - Admissions considerations and alternatives
  - Program and outcome assessment
  - 400/500 standards and implications