

## Graduate Committee Meeting Minutes

3/2/2020

1:30pm-2:30pm

Attendance: Matthew Mosher, Eric Murnane, Edwin Lohmeyer, Mel Stanfill, Peter Smith

### 1. Minutes were reviewed

Mosher moved to approve, Murnane seconded, passed unanimously

### 2. New Applicants Reviewed

N.N. – This student was moved from Communication. The decision was made to waitlist and have faculty member reach out to student to see if they were interested.

Murnane moved to approve, Mosher Seconded, passed unanimously

A.F. –

Stanfill moves to accept, Murnane seconds, 4 for and 1 obtain, this student will be offered admission

Morell – wait list, with a clarifying email on purpose statement

Mosher motions to waitlist, Lohmeyer seconds, passed unanimously.

### 3. Dean's Fellowship & GTAs Update

Parchman accepted the Dean's fellowship announcement. No votes

### 4. Discussion topics

1) Thesis committees:

We need a new policy document on Thesis procedures – Murnane to take lead

2) Graduate faculty and faculty scholar nominations:

This needs to be included in policy doc above as well.

3) Graduate Program Handbook updates:

PDF Version: Committee agreed to do this and attempt to get it going by end of march end, Smith Taking lead

4) Recruiting:

Continue recruitment efforts, Pizza party upcoming for seniors in our undergraduate program.

5) Policy Updates:

Policy updates like what grades are acceptable will be included in handbook updates.

6) Update application process

The website can also be updated until April 20<sup>th</sup>

The following items were tabled based on time available.

7) Student Promotion

8) Advisory Board

9) Applied Project Requirements

10) Plan for projects

11) Student exhibition space

12) Class Caps

5. **Other Business**

Critiques at end of semester need to be required for all students

Make critiques match class schedule on a Friday or during a class

6. **Additional Questions of Concerns**

Adjourn

Murnane called to adjourn, Mosher seconds, passed unanimously 2:40

