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Clayton State University Graduate Affairs Committee

Meeting Minutes

DATE: Virtual March 8, 2021

Committee Members Present: J. Celeste Walley-Jean (Presiding), D. Attick, K. Campbell, N. Gause, J. Hain, J. Kitchens, T. McIlwain (proxy for R. Fugua), H. Mitchell (non-voting), E. Nagel, K. Nipper (non-voting), M. Scott, P. Smith, M. Stegall, and T. Womack

Committee Members Absent: R. Fuqua (proxy was T. McIlwain), and B. Robinson

Guests: C. Matos, J. Meddaugh, A. Miller, A. Novin, S. White, and C. Wise

Agenda Item	Discussion	GAC Action/Resolution/Tasks
1) Called to order at 2:00 p.m.		
2) Reading & Approval of the Minutes a) November 9 th Meeting b) February 8 th Meeting	2) No discussion	2) Unanimous approval for November 9 th , 2020 and February 8 th , 2021 minutes
3) Old Business a) Transfer Credit Policy	3) Old Business a) Transfer Credit Policy The revised Transfer and Dual Credit policies were adjusted to allow programs the authority to “re-evaluate” the validity of a student’s course credit, if it is more than six years old. The policies’ verbiage are as follows: “...program will be considered if it is no more than six (6) years old <i>at the time the student is admitted into the current Clayton State degree program. Any previously approved transfer degree credit will be reconsidered upon a student’s readmission to a degree program in which they were previously enrolled</i> ”	3a) Unanimous approval for the revised Transfer/Dual Credit Policies

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<p>b) Academic Probation Policy Revision i) Question: How do we handle six credit hour limit with short sessions?</p> <p>c) CSCI Course Prerequisites (Notification)</p> <p>4) New Business a) Graduate Faculty Application i) New: (1) M. Collins (Affiliate/CAS) ii) Renewal: (1) A. Novin (Full/COB)</p> <p>b) Tutor.com (Justin Mays)</p>	<p><i>or upon admission to a new degree program [or second/subsequent degree program for Dual Credit].”</i></p> <p>3b) Academic Probation Policy Revision The revised Academic Probation policy will state students will return to Good Academic Standing when their <u>institutional GPA</u> is a 3.0 or higher. The policy <u>will not include term GPA</u>.</p> <p>3c) CSCI Course Prerequisites CIMS submitted the list of prerequisites for 18 CSCI courses for the proposed MSCT program</p> <p>4) New Business a) Graduate Faculty Applications <i>Reminder: Affiliate faculty members must renew annually</i></p> <p>b) Justin Mays, the Director of Center for Excellence in Learning and Teaching could not attend. Mr. Mays will inform Dr. Walley-Jean of Tutor.com, in D2L, and the services it will provide grad students. <i>Note: Tutor.com is currently available to all students, via D2L, but Faculty</i></p>	<p>3b) Unanimous approval for the revised Academic Probation policy revision</p> <p>3c) No Action Required</p> <p>4) New Business ai) New: (1) Unanimous approval for Dr. Matthew L. Collins at Affiliate status for CAS. aii) Renewal: (1) Unanimous approval for Dr. Adel Novin at Full status for COB.</p> <p>b) Dr. Walley-Jean will share any information, provided by Mr. Mays, with Program Directors.</p>

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<p>c) Revision to Digital Marketing Certificate Requirements (COB)</p> <p>d) Changes to Prerequisites for Math Courses (Notification)</p> <p>e) Checking Registration following Academic Standing (end of semester)</p> <p>f) Cross-Level Listing Processes (Discussion)</p>	<p><i>members must embed their courses. The program allows each student a maximum number of usage hours but students can request for additional tutoring hours.</i></p> <p>c) The College of Business proposed a change to the Digital Marketing Certificate to require students to take MKTG 5200 (Marketing Strategy) instead of “any 3 credit hr. CSU MBA course.”</p> <p>d) The Mathematics Department removed undergraduate pre-requisites, from 13 Math courses, to bring the math graduate classes in line with the Graduate School’s policies that prohibits undergraduate pre-requisites for graduate courses.</p> <p>e) Program Directors are reminded to check student’s academic standings at the end of the semester.</p> <p>f) The GAC must determine the process and policies for Cross-Level Listing (graduate and undergraduate courses).</p>	<p>c) Unanimous approval for the course requirement change to the Digital Marketing Certificate</p> <p>d) No Action Required</p> <p>e) Dr. Walley-Jean will send Program Directors a list of students who are on academic probation. Directors are tasked to check their student’s status and discuss the Academic Standing process and policies.</p> <p>f) The Cross-Level subcommittee volunteers are Dr. Attick, Dr. Hain, Mr. Kitchens, Dr. Smith, and Dr. Womack.</p>

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5) Announcements a) Graduate Student Commencement Speaker	A subcommittee will discuss the number of cross-level courses, guidelines, and other items. 5) Announcements a) Graduate Student Commencement Speaker is needed for the upcoming Drive-Thru commencement.	5) Announcements a) Members should think of possible nominees and check their emails for commencement surveys and feedback requests.
6) Adjournment		Adjourned at 2:46 p.m.