

Graduate Council Meeting
November 21, 2024, 12:25pm
MCCC 319
Minutes

Present: Kaitlin Ensor, Mari Clements, Connie Stout, Dwight Heaster, Donal Hardin, Gerda Kumpiene, Jeffrey Bryson, JD Carpenter, Ann Reed, Ashley Nicholas, Rachel Adams, Leisa Dean, Mark Sarver (special guest)

Absent: Kevin Evans and Charles Yakubow

Call to Order

- Approval of Minutes from the November 7, 2024, meeting. Dwight motioned to approve, Gerda seconded, with the correction of removing Jeff from the minutes as he did not attend that meeting. Motion passed; Jeff abstained.
- Approval of Minutes from the November 13, 2024, meeting. Jeff motioned to approve, Dwight asked to amend the attendance as Jeff was present for this meeting, but his name was missed on the minutes, Gerda seconded. Motion passed.

Old Business

- Concurrent Enrollment
 - There was a discussion of the Council about the number of hours an undergraduate student should be allowed to take. A total of 6 hours of graduate level classes with a maximum of 15 hours, undergrad and grad level was proposed. This would also need to be an information item for the undergrad curriculum/catalog.
 - Discussion of an Academic Petition in these cases would make sense.
 - The discussion also included adding a place for recommendation from department faculty for the student wanting to participate in concurrent enrollment. A plan of study may also need to be submitted.
 - The discussion was tabled for the next schedule meeting along with an updated form.
- Dismissal Procedure
 - We currently have 2 students that have obtained non-passing grades in their first term class.
 - The Council discussed when the student should be dismissed and by whom.
 - Should the instructor reach out to the Provost and the Graduate Coordinator.

- Should the letter of dismissal come from Academic Affairs and be signed by both?
 - If taking a 16-week course do they stay enrolled in that course?
 - The council decided with all of the questions we need to have a policy in place. Ann agreed to work on a policy and the discussion was tabled to the next scheduled meeting.
- MBA Management Concentration
 - Jeff motioned to update the MBA Management major to a concentration to allow the addition of more concentrations in the future. Connie seconded the motion. Motion passed.
- Rize
 - The Council discussed the update of subject and numbers on classes that will be offered through rize.
 - JD motioned to enter an agreement with rize Education to offer 5 specialized concentrations in our MBA program., Jeff seconded motion. Motion passed.
- The Council reviewed the program for the Hooding Ceremony.
- International Graduate Admission Clarification
 - The council discussed the wording in the catalog for international admission and the items needed for international students. It was discussed that the graduate catalog does not match the undergraduate catalog. Lesia was asked to help with the wording for both catalogs. It was also asked if she could work with Bridget Carr to make sure the information is correct. This was tabled for the next schedule council meeting.
- Discounts and Tuition Waivers
 - The council discussed the possibility of tuition waivers for currently faculty/staff, and alumni.
 - Donal motioned to provide financial assistance for faculty and staff, JD seconded the motion. Motion passed
 - The discussion for alumni discounts was tabled for the next schedule meeting.

December 10, 2024

Pamela Brown