

GRADUATE STUDIES COMMITTEE
MINUTES
APRIL 8, 2019
BUILDING 1A, Room 308

Graduate Studies Committee: Richard Veit, Shi Jin, Valerie Tevere, Xiaowen Zhang, Margaret Berci, Susan Sullivan, Vinay Vaishampayan, Alfred Levine, John Dixon, Don Selby, Maureen Garvey, Patricia Given, Wei Zhang, Li Ge, Nafees Alam

Staff: Michael Anderson, Susan Massara, Sasha Spence

Ex-Officio: Mel Pipe

Excused: Jon Sandler, Jonathan Peters, Chandan Acharya, David Allen, Katharine Goodland, Marcello Lucia, Alejandra Alonso, Susan Holak, Kenneth Gold, Marcus Tye, Sarolta Takács, Vivian Incera

Date: April 8, 2019

1. In Katherine Goodland's absence, John Dixon agreed to chair the meeting.
2. The agenda for April 8th was approved.
3. The minutes from March 4, 2019 were approved with one abstention (Don Selby)
4. Assessment in preparation for Middle States: Mel Pipe presented a timetable, emphasizing the need to sustain assessment as expected by Middle States. This is a reminder for all to come to the May meeting to discuss assessment activities done this year. The preliminary report is due at the end of the spring semester. The final report is due by the end of the fall semester. Michael Anderson distributed templates (pdfs to be distributed via email) that are being housed on SharePoint. Michael Anderson and Mel Pipe are the only users who can see the documents. Committee members were advised to keep a copy of their reports for their records as well as provide a copy to their respective Dean. Mel Pipe reminded the committee that program goals should be assessed, both Department and Program assessment plans should be reviewed, updates to the mission statements and program goals must be reported, programs going through accreditation should submit preliminary reports stating where the program is in the accreditation process, and data and supplemental information should be included.
5. Old Business: N/A
6. New Business: The Graduate Studies Appeals Committee had one dismissal appeal to review. Susan Sullivan requested that this be held over until next month.