

Minutes
Graduate Academic Affairs Committee
October 12, 2018

Members in Attendance: J. Barber, G. Bledsoe, B. Blessing, J. Curley, E. Deeba, J. Haugen, B. Looker, M. McCormick, A. Miller, S. Mudigonda, J. Nichols, N. Reed, A. Rellergert, A. Sebert Kuhlmann, D. Stallings, K. Thatcher, A. Trees, R. Wood, G. L.C. Yosten

Guest in Attendance: D. Lohe

Call to Order: R. Wood called the meeting to order at 9:02am.

Approval of Minutes from the September 14, 2018 Meeting: Minutes from the September 14, 2018 meeting were unanimously approved.

New Program Proposal in Biostatistics and Health Analytics (Public Health):

- Degree proposal in Bio statistics – proposal for a MS degree – page 8 talks about prerequisites – under program administrations – last sentence needs to be clarified
- Assessment plan in draft stages – Kathleen to sit down with Steve Rigdon and go over. Public Health to have a new proposal to us ASAP, so we can resend to everyone to look over before the November meeting when we discuss again.

- Curriculum map on page 12 – need to look at cross listing some courses
- Appendix B – Capstone – Failing Exam – last sentence on page 17 – include course description.

- April discussed the concern of a lack of a marketing program to promote new program at a University level. Jay stated with the new catalog system, they will be taking over all program pages on the website, which will help some on a web level, but doesn't address the marketing issue.

- Rob asked that April to recraft the one sentence on the form about marketing, so we can vote on it in November –

Syllabus Inclusions (Lohe):

- Minimum set of things syllabi should have, currently SLU does not have a policy on this now, and have received requests many times to put one in place. A committee was formed and came up with the following suggestions:

- 9 items required for any course syllabi
- Set of recommendations
- Other considerations

- Some suggestions were made and Debi to take back to the committee – course expectations with learning outcomes and course descriptions to match the catalog and syllabi.

- Jay to send out a reminder to departments to review course descriptions.

IP Grades:

-A detailed discussion of many different scenarios took place regarding IP grades. Rob and Jay ask everyone to go back to colleges to speak about IP grades and get their thoughts. Jay to bring us a rough draft next meeting.

Absence policy:

-Shared with all other Colleges policies on absences. Most like Boston Colleges policy, except remove “should” and replace with “must”. Dr. Wood meeting with committee to discuss in further detail and hope to bring something to the next meeting.

Grad Catalog Policy Changes:

-Nothing was discussed now

Announcements:

-3 Minute Thesis – flyers to go out next week. Date is November 30, 2018 from 1-5pm

-MAGS meeting in STL in April – winner will attend

Meeting adjourned at 10:30 am