

**Graduate Academic Affairs Committee  
Saint Louis University  
Committee Meeting Minutes  
Friday, February 10, 2023**

**Voting Members Present:** Dana Baum, Patricia Bagsby, Jen Jen Chang, Helen Lach, Zhenguo Lin, Joe Lyons, Dana Malkus, Katie Mascari, Nicola Pozzi, Mark Pousson, William Rehg, Kristi Richter, and Andrew Solsrud

**Non-voting Members & Regular Guests Present:** LaToya Cash, Marissa Cope, Jay Haugen, Nicole Katelyn McConnell, Jennifer Popiel, and April Trees

**Absent:** Angela Encinar, Felicia C. Echols, Christine Harper, Steve McMillan, Montaque Reynolds, Ness Sandoval

The Graduate Academic Affairs Committee (GAAC) meeting was called to order at 9:00 a.m.

### **Minutes**

The January 13, 2023, minutes were approved with no corrections.

### **Committee Reports/Program Proposal**

No new proposals for February meeting.

### **Old/Ongoing Business**

- **Draft Catalog of Record Policy – Jay Haugen, Registrar**

A draft Catalog of Record Policy was presented to the committee. Once vetted, a final draft will be sent back to the committee for a vote.

#### **Key Take Aways**

- Departments should honor the catalog of when a student started to take graduate credit.
- Jay will take the comments from UAAC and GAAC and update to the Catalog of Record Policy. Once completed, he will send it to committee members to take back to their constituents and see if they have any other recommendations.

### **New Business**

- Dual-listed courses – reviewed the current policy and discussed how dual-listed courses are used in graduate programs. For example:
  - What distinctions are being made between undergraduate and graduate versions of the course?
  - What proportion of coursework in a program is dual-listed?

#### **Key Take Aways**

- Faculty have control of the curriculum and the flexibilities within disciplines and instruction.

- Request college/department level review of their dual-listed courses and the syllabi to ensure their disciplinary differences.
- Dr. Trees will send a communication to associate deans asking them to review their dual-listed courses.
- Accelerated Bachelor's Master's degree programs – review of current policy and discussion of university-level guidance that may be helpful for ABM programs. For example:
  - should students be admitted into the master's program if they are not in good standing in their graduate coursework (i.e., they have less than a 3.0 average in graduate coursework taken while an undergraduate)

#### **Key Take Aways**

- There are two different decision points re: admissions – 1) admission into the ABM and 2) admission into classified status in the Master's program after completing the Bachelor's degree. Departments should follow the graduate admission process regarding GPA's for admission into classified status.
- Need more structure and support around accelerated programs.
- A policy/rule is needed regarding undergraduate coursework applying to a graduate program once a student is formally admitted into the graduate program.
- Dr. Trees will work with the registrar to draft a policy for the committee to review and provide feedback.

#### **Announcements/Issues**

- Next GAAC meeting is scheduled for Friday, March 10, 2023

The GAAC adjourned the meeting.

Felicia C. Echols, Ed.D.  
Coordinator, Academic Affairs

Dr. April Trees  
Interim Associate Provost  
Chair, Graduate Education