



MINUTES

Graduate Committee Meeting Virtual Meeting

September 4, 2020

Members Present: Gerri August, Michelle Barrus (Student Representative), Deb Britt, Monica Darcy (Non-Voting), Jenn Meade, Leonardo Pinheiro (Chair)

Excused: Anita Duneer, Justin DiLibero, Constance Milbourne

Guests: Alexis Gorton-Rogel (Minutes),

1. Call to Order (10:05)
2. Approval of 05/01/2020 Meeting Minutes. (Meade, Britt)

Action: Approved 4, Abstain 1

3. Report of the Chair.
 - a. Proposal forms have been updated. The instructions for proposals have always been reworked to be more approachable for faculty.
 - i. There is added emphasis on context, resources and viability. This will not directly impact GC approval process but will assist in next steps of process.
 - b. E-signatures will be utilized this semester via Adobe E-Sign platform. This will be done through the Adobe Cloud, which allows secure, protected signatures to be requested in an accessible manner. Chair will put together list of steps and post to committee website.

4. Report of the Dean of Graduate Studies.

- a. Graduate Assistantship program was maintained, with all promised positions, for 2020-2021 after much discussion, with a 10% adjustment to student stipends. Going forward, there will be considerations for future funding.
 - i. Office of Graduate Studies is conducting outreach to former GA/Alumni to speak to the value of the Graduate Assistantships.
- b. Grad School Fair (Career Development Center) is tentatively scheduled for October 21st, 2020.
- c. Planning for virtual Graduate Studies Open House is underway. The event will remain in January but will possibly be across two nights. Faculty would be asked to be available for only one day for a set period. Tentative dates are January 5th and 6th, 2020.
 - i. Dean is working on building a comprehensive survey that will gather interest levels and other details that will influence the scheduling and format for individual programs.

5. Adjournment (August, Meade) 11:00