

**Graduate Council Meeting Minutes**  
Thursday, May 4, 2023 2023  
Remotely with Google Meet 3:30pm-5:00pm

**Present:** Amy McGlothlin, Becky Copper-Glenz, Daniel Sarefield, Denise Bertrand, Jennifer Murray, Kyle Moody, Lynn D'Agostino, Nermin Bayazit, Nirajan Mani, and Xuzhou Chen.

**Absent:** Petri Flint, Michael Hoberman, Nancy Murray and David Weiss.

**Guests:** Deborah Stone

**Review of the Minutes from April 6, 2022**

**Motion to Review:** Lynn D'Agostino

**Second:** Dan Sarefield

**Vote:** Unanimous

**Motion to Approve:** Brady Chen

**Second:** Lynn D'Agostino

**Vote:** Unanimous

**Update from the registrar's office:** No new changes.

**Proposals:**

**Motion to Review Proposal GCE-22-23-16:** Becky Copper-Glenz

**Second:** Nirajan Mani

**Vote:** Unanimous

**GCE-22-23-16 – Comm Media – New Course – AI (*Kyle Moody*)**

This course examines how artificial intelligence (AI) is impacting human communication and collaboration. After learning how the basics of how AI works, you will get hands-on practice using AI tools as a way of understanding how it can be applied across various industries, with an emphasis on social media. Explore its potential for enhanced creativity, productivity, and decision-making, as well as the ethical and social ramifications of AI in collaboration and communication, including challenges such as privacy, security and potential biases.

***Brady:*** Is this a 3-credit course?

***Kyle:*** Yes

***Nirajan:*** Will this run Summer 23 or Spring 24?

***Kyle:*** It will begin in Summer B 2023.

**Brady:** Will it be 7- or 15-week courses and will it require the same number of hours?

**Kyle:** It could turn into a 15-week course but it is set up for a 7-week course. Yes, the same number of hours.

**Brady:** Was this originally a topics course?

**Kyle:** No.

**Lynn:** Each week there will be a list of the reading topics but not necessarily of the text, will it be included? I believe that is supposed to be in the syllabus.

**Kyle:** Yes, that should be included. We're trying to make sure that we get the updated readings listed as soon as possible so this is a placeholder, but we would update with actual text ahead of time. Our classes often do that since students are often working so we like to give them a heads up with the syllabus so they also have a chance to prepare for the readings.

**Kyle:** Yes, J.J. will update that as a Friendly Amendment.

**Motion to Approve Proposal w/a Friendly Amendment to add more text:** Dan Sarefield

**Second:** Nirjan Mani

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-17:** Nirajan Mani

**Second:** Lynn D'Agostino

**Vote:** Unanimous

**GCE-22-23-17 – Comm Media – New Program – Certificate in AI** (*Kyle Moody*)

The certificate looks at our existing courses and creates a certificate around these courses. This sequence goes from summer to fall with a total of 12 credits. When these courses are taken the students will be able to better understand the application of artificial intelligence along with a deeper understanding of communication, ethics and new possible emerging media trends and a data and analytics overview of how we use these courses. Ultimately, this was seen as an exciting certificate for not only current students, but also undergraduates, and even potential alums who are interested in learning.

This is a program that's based on existing courses with the exception of the recently voted AI course.

**Becky:** I think it's a great way for us to promote the program. It is a great use of courses because this is a new degree potential. Those students just seeking a certificate can take the same classes that students in the Master's program are taking. It's just a different way for us to promote what we're already offering in the Master's program. We have alums who already have one or two masters but they're seeking further education and looking for those certificate areas. We are very happy to have this option.

**Kyle:** I think that this is an opportunity to reach students that are curious about AI. This also gives us a chance to promote our university as one that is addressing issues of the current day and in the future.

**Nirajan:** Are you planning to connect this certificate program with the graduate program?

**Kyle:** Yes.

**Nirajan:** After passing this course, will it count towards their graduate program in Communications?

**Becky:** Yes

**Nirajan:** What is the plan?

**Kyle:** Students can complete the certificate but then, if they are interested, they can use these credits towards the master's program.

**Motion to Approve Proposal:** Dan Sarefield

**Second:** Beck Copper-Glenz

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-18:** Amy McGlothlin

**Second:** Lynn D'Agostino

**Vote:** Unanimous

**GCE-22-23-18 – Comm Media – New Program – Certificate in Data Driven Social Media**  
(*Kyle Moody*)

We are taking steps to make sure that data and society are being understood at the Masters level. In undergraduate level, we're seeking to create a small certificate that shows people who are in fields of marketing, entrepreneurship and communication to look at social media marketing combined with data and analytics to better understand the insights that you can gather from this information. People will take the information from here and create data-driven social media strategies that deliver measurable results. We've recently had students in our capstone program that have taken these courses in tandem and have implemented these comprehensive social media strategies that we're looking for to effectively and analytically look at their work and update as needed. This is a smaller certificate but it's one that could also be grabbing people's attention and drive interest into the program.

**Nermin:** How many courses/credits for each certificate?

**Becky:** A minimum of 9 credits/3 courses.

**Lynn:** This proposal is only 6 credits/2 courses.

**Kyle:** I am happy to add more courses to the program.

**Becky:** Based on the NECHE reports and the state, certificates need to have a minimum of 9 credits.

**Lynn:** Should it be called something other than a certificate?

**Becky:** We already offer the courses so better to package it as something.

**Kyle:** I am happy to do a Friendly Amendment to make it a 9-credit course by adding an Applied Communications Social Media Concentration elective to the certificate.

**Nermin:** That's a good idea.

**Motion to Approve Proposal with a Friendly Amendment to add an Applied**

**Communications Social Media Elective:** Lynn D'Agostino

**Second:** Amy McGlothlin

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-19:** Lynn D'Agostino

**Second:** Dan Sarefield

**Vote:** Unanimous

**GCE-22-23-19 – Comm Media – Program Change – Removal of Applied Comm Certificate**

*(Kyle Moody)*

This is a removal of the Applied Communication Study certificate program from the university catalog. We no longer offer courses such as COMM 7011, COMM 8011 and COMM 8013 in our MS Communications program. This certificate has not been popular in some time and no longer needed. The implementation would begin immediately just to ensure that students are no longer going into this program.

**Motion to Approve Proposal:** Amy McGlothlin

**Second:** Dan Sarefield

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-20:** Lynn D'Agostino

**Second:** Dan Sarefield

**Vote:** Unanimous

**GCE-22-23-20 – Comm Media – Program Change – Removal of IDIS Applied**

**Communications** *(Kyle Moody)*

Our CAGS program has not been offered in some time, it has not been fitting with our way that we run the program, which is on an accelerated basis. These classes were often offered in person, some of which took up an entire Saturday. We're not looking to do that for our existing students and we're trying to remove this from the program to stop students from entering the course and prevent them from taking courses that will not benefit them. These courses no longer fit within our current model.

**Nermin:** Are there any students currently in the program and if so is there an alternative for those students that have an interest?

**Kyle:** We are trying to address this with the existing certificate programs that were voted on today.

**Motion to Approve Proposal:** Lynn D'Agostino

**Second:** Amy McGlothlin

**Vote:** Unanimous

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**Motion to Approve to Table Proposal GCE-22-23-21 to the Fall:** Kyle Moody

**Second:** Amy McGlothlin

**Vote:** Unanimous

David Weiss was not present.

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**Motion to Review Proposal GCE-22-23-22:** Lynn D'Agostino

**Second:** Dan Sarefield

**Vote:** Unanimous

**GCE-22-23-22 – SGOCE – Policy Change** (*Becky Copper-Glenz*)

Some new Information has come to my attention regarding incomplete grades for graduate programs. While I very much want to update our policy, I think it might be best if I table this until the fall because I want to gather some additional information. I have discovered some challenges with our current incomplete policy. It doesn't really match the practice that we have in place for incomplete grades for the graduate programs and I think there's some confusion when the incomplete policy changed on the undergraduate side. I think many folks thought that we had the same incomplete policy that they have for the day school but we do not.

I realized that all graduate faculty have to fill out the incomplete form if you want to assign a grade of incomplete. But that form was actually created through a day school lens and doesn't really match our needs at the graduate level so there's some additional work that I need to do before I can bring this back. I just want to assure everyone that I'm aware of the issue and we're working to address it and will bring it back again first thing in the fall.

**Motion to Approve to Table Proposal GCE-22-23-22 to the Fall:** Kyle Moody

**Second:** Lynn D'Agostino

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-23:** Nirajan Mani

**Second:** Dan Sarefield

**Vote:** Unanimous

**GCE-22-23-23 – SGOCE – Policy Change** (*Becky Copper-Glenz*)

Currently for all of our SGOCE graduate programs we allow students to be inactive for up to two years before they're removed from the system and this has caused a lot of challenges for us. For example, if a student takes classes in a fall semester and then decides it isn't for them and wants to step out, they remain in our system for two years after that. Every time we run a report to determine how many students we have in our program, those students continue to remain on our list even though they may have indicated they don't plan to continue because the two year period hasn't lapsed yet.

We do understand that to our adult population of students, we are not always their first priority. Things happen and sometimes students need to take a semester off to deal with whatever is happening in their lives so we want to make it easy for them to return. We still want to make it a generous time to allow students to take a semester off here and there and be able to return, but I think what we find in general is that if students don't come back after two semesters, they're probably not going to come back or at least not for a while.

We wanted to update our policy to make them inactive after one year instead of two. Meaning that if a student does not take classes they have a one-year time frame to step back into the program. We also wanted to emphasize that even though we withdraw students after one year of inactivity, it's still easy for them to come back into the program. It doesn't mean that they can't come back, they just have to fill out a form to be readmitted into the program. So really, it's a way for us to clean up our records and make sure that we have a more accurate list of active students in the program.

**Nirajan:** Just for clarification, if a student returns after five or six years, after submitting the petition form, the courses they already took and passed can be counted after re-admission?

**Becky:** It depends. There is the six-year limit first. We do student petitions all the time where students can count courses that are more than six years old, but it might depend on the program. The work they did 10 years ago may not be relevant in the future but generally they can be counted.

**Lynn:** Does this include Summer A and Summer B?

**Becky:** It means all of summer.

**Nermin:** Does this mean as long as they come back between semesters?

**Becky:** Yes

**Nermin:** Maybe clarification of what consecutive means would help.

**Becky:** Sure.

**Motion to Approve Proposal with a Friendly Amendment of the wording for full academic year:** Amy McGlothlin

**Second:** Brady Chen

**Vote:** Unanimous

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**Motion to Review Proposal GCE-22-23-24:** Nirajan Mani

**Second:** Dan Sarefield

**Vote:** Unanimous

**GCE-22-23-24 – Nursing Policy Change** (*Deb Stone*)

We decided that we would be better served by requiring a 3.0 for each course instead of the overall 3.0 cumulative GPA. The reason being is that we had a few students that were not getting a 3.0 in the required nursing course but took other additional courses to raise their GPA and they weren't performing as we really wanted in our nursing specialty courses. We thought modeling this after the education department might be a better option for us.

**Nermin:** In terms of the non-required courses, are they any courses or are they nursing courses?

**Deb:** They were not nursing courses. All of the courses in the program are required, we don't have any electives but students can still take courses that are not required just to increase their GPA.

**Nermin:** We actually used to have our undergraduate licensure program similar to this, but it was the required courses. Why do you want to specify 3.0 for each course.

**Deb:** Because they're all required. If you want I can change the language to be “required courses”, but every course in the program is required.

**Brady:** When you say the student takes an elective to raise the average GPA, does that mean that they take an elective and substitute any required courses or they just take additional.

**Deb:** They just take additional courses.

**Brady:** If the students take electives does that mean that they need to take more than maximum number of required credit hours?

**Deb:** Yes.

**Nermin:** Do they do that just to boost their GPA?

**Deb:** Yes

**Motion to Approve Proposal:** Nirajan

**Second:** Amy

**Vote:** Unanimous

**New Business:** No other new business.

**Motion to Adjourn:** Everyone

**Second:** Everyone