Minutes
EDST Curriculum and Graduate Committee
April 4, 2016 – 1:00-2:00p.m.
BRNG 5180

Present: H. Servaty-Seib (Chair), M. Hirth, Y. Xin, Y. Maeda, R. Olenchak, K. Dietz & S. Watson
Minutes prepared by: J. Banes

1. Approval of minutes from last meeting.
   ➢ Motion to approve the minutes from the last meeting. Hirth moved and Maeda seconded the motion to approve the minutes. The vote to approve was unanimous.

2. New Course Proposals or Course Changes
   ➢ No new submissions

3. Revisit:
   ➢ Changes in POS information regarding committee composition
     o During the current academic year the committee and EDST faculty approved elimination of related-area credit hours for Master’s POS and reduction of related-area credit hours from 9 to 6 hours for Doctoral POS
     o We reconfirmed that in our August 2015 meeting we also approved elimination of the requirement for a related-area faculty member on Master’s POS.
     o The committee agreed to retain the requirements for a related-area faculty member on Doctoral POS.

4. New Business
   ➢ Changes related to registration date for exam/degree only registrants.
     o Handout given explaining the exam/degree registration date vs. standard registration date.
       ▪ Key issue has been raised by the graduate school that the enrollment count has been incorrect as some students have waited to register for exam/degree only until after the freeze date—because the exam/degree registration date has been after the freeze/count date for each semester.
     o Motion was approved to synchronize the exam/degree and standard registration dates for each semester for EDST graduate students. The vote to approve was unanimous.
   ➢ Xin raised issue that one of the students nominated for the Summer Research Grant had not taught both prior semesters so, therefore, did not meet the graduate school indicated criteria for the grant.
     o University regulations are that the nominee must have been in a teaching position the prior two semesters (full year as a TA).
- Our committee received a list of qualified EDST graduate students from Associate Dean Doughty. She confirmed during the meeting that she received that list from the central graduate office.
- All assumed that the students on the list met the minimum requirements.
- The two awardees of the grant have already been notified so no change can be made for this cycle.
- For future, candidates nominated need to be screened again to make sure they meet qualifications.

5. Kathy Dietz Report
   - Dietz requested feedback related to Slate and issues discussed included:
     - Importance of using Chrome
     - Possibility of continued access to files even after applicants have accepted
   - Reminder: Committee representatives were asked to remind their faculty about signing audits for candidates.

6. Plan for next year
   - Meetings will be scheduled after Fall department meetings are determined
   - Maeda & Servaty-Seib will be on sabbatical Spring 2017
     - Servaty-Seib will email Samarapungavan and C&D faculty to check on alternate committee members.
   - Servaty-Seib will email Corinne Green (GOEDS) about connecting with a graduate student representative for next academic year