



**Graduate Council Meeting  
Friday, September 13, 2019  
1:00 p.m.  
GIVE Center Conference Room  
Minutes**

- Present: Sallie Coke, Carrie Cook, Sandra Gangstead, Shannon Gardner, Diane Gregg, Lynn Hanson, Tina Holmes-Davis, Mandy Jarriel, Chris Lowery, Al Mead, Sheri Noviello, and Joe Peters Guest: Kay Anderson
- Regrets: Kevin Elder, Parris Story and Stephen Wills
- Approval of Agenda: September 13, 2019 agenda approved
- Approval of Minutes: August 2019 minutes approved
- Review Edits of Graduate Council By-laws Dated August 23, 2019
  - Edits unanimously approved.
- Review Edits of Criteria and Process for Membership to the Graduate Faculty of Georgia College Dated August 23, 2019
  - Edits unanimously approved
- Confirmation of DocuSign process for Graduate Faculty Process
  - Chairperson will submit the graduate faculty status application using DocuSign and attach the cover sheet, a current copy of the nominee's vita, and any additional supporting evidence to the appropriate college committee for review.
  - Discussion of adding an admin in approval process for DocuSign to help expedite process
  - Dr. Gangstead has requested a new cover sheet in intranet forms section so that the deans don't have to search for it.
- New Proposal
  - College of Health Sciences
    - Department of Creative Arts Therapies, deactivation of MA in Art Therapy
      - Rationale: Program not currently accredited and program enrollment doesn't currently support the additional faculty member needed to seek accreditation.
    - Proposal unanimously approved by Graduate Council
- Other
  - CoAS: No upcoming curriculum items at this time. New applications for graduate faculty status have been submitted
  - CoB: No upcoming curriculum items at this time. All graduate faculty status is up to date in the College of Business. Graduate Programs is working on a series of promotional videos for recruitment purposes.
  - CoEd: No upcoming curriculum items at this time. Working on graduate faculty status and continuing to hire new faculty.
  - CoHS: No upcoming curriculum items at this time.
  - Graduate Student Representative Lucas (Luke) Johnson has been reappointed to serve a second year on the Graduate Council.
  - Dr. Gangstead is contemplating the formation of a graduate student advisory committee.

- Kay Anderson: Asked that graduate coordinators remind students apply for graduation. The deadline to apply for graduation for December 2019, May 2020, and August 2020 candidates is September 13. Spring 2020 registration begins on October 21. Please encourage graduate students to register when registration opens because key communications to graduate students is driven by October registration.
- Motion to cancel the October 11, 2019, meeting due to the number of members not able to attend (several are scheduled to be at a conference); therefore, we will not have a quorum. This motion was unanimously approved.
- Next meeting scheduled for November 8, 2019, at 1:00 pm in the President's Conference Room
- Meeting adjourned at 1:29 pm.

Respectfully submitted by Lynn Hanson