Date: Wednesday, February 27, 2019 from 3:05 pm to 3:45 pm

Location: Giolas Conference Room 216

Subject: Executive Committee (EC) of The Graduate School summary meeting minutes

Attendees: Judy Brown, Maria-Luz Fernandez, Jane Gordon, Mitch Green, Kent Holsinger (*Ex Officio, Chair)*, Barbara Kream (*Ex Officio*), Charles Mahoney, Barbara Parziale (*Ex Officio, Secretary*), Lynn Puddington and Kathy Segerson (*Ex Officio*)

Absent: Elizabeth Holzer (on hiatus for semester), Joseph Loturco, and Etan Markus (sabbatical)

Guest: Betsy McCoach

1. Agenda item number one (1) – Call to order. The regular meeting of the Executive Committee for February 27, 2019 was called to order by Dean Holsinger at 3:05 pm.

1. Agenda item number two (2) – Presented for consideration and voting – Approval of the minutes. The minutes of the January 30, 2019 meeting of the Executive Committee were introduced. There was a motion offered to accept the minutes, which was seconded, and the motion was adopted in favor by all members present. **Agenda item number two (2) was passed without dissent.**
2. Agenda item number three (3) – Announcements.
	1. The Council of Graduate Schools ProQuest dissertation award nominations must be sent in by July 5, 2019. This year the program areas are Biology and Humanities and the Arts. Nominations will be accepted after Commencement in May.
	2. The question about whether an Engineering student can take a MOOC (Massive Open Online Course) course was raised. In this particular case a faculty member will supervise the student. However, in the future the University Senate might want to look into this issue.
3. Agenda item number four (4) – Presented for consideration and voting – *Master of Arts in Research Methods, Measurement and Evaluation – Change in delivery method.* A motion was made to approve the new program delivery method. The motion was seconded and a brief discussion ensued. Betsy McCoach explained the addition of an online delivery method was needed to reach more part-time students. The motion was approved unanimously with minor edits to the catalog copy. **Agenda item number four (4) was passed without dissent on a voice vote.**
4. Agenda item number five (5) - Presented for consideration and voting – *Part-time MBA – add area of concentration, eliminate area of concentration, and change program requirements.* This request was found to need some clarification. After a brief discussion a motion was made, which was seconded, to return the proposal to the Business School for some clarifications for revision and resubmission. **Agenda item number five (5) was tabled until further information could be obtained.**
5. New business and updates. There was no new business or updates.
6. There was a motion offered for adjournment which was seconded and the motion was adopted in favor by all members present. The meeting was adjourned at 3:45 pm.
7. The next meeting of the Executive Committee is scheduled for **March 27, 2019 in the Giolas Conference Room**.