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11-9-2015

## Graduate Council Meeting : 2015 : 11 : 09

Graduate Council

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## MINUTES OF GRAD COUNCIL MEETING HELD ON November 9, 2015

| <b>List of attendees</b>                    |         |         |
|---|---------|---------|
| <b>Members</b>                              | Present | Regrets |
| Ms. Donna Knudsen (Ex officio; Director)    | X       |         |
| Dr. Mark Durand (Ex officio; Interim RVCAA) |         | X       |
| Dr. Hemant Merchant (Chair; COB)            | X       |         |
| Dr. Kim Stoddard (COE)                      | X       |         |
| Ms. Patricia Pettijohn (Library)            | X       |         |
| Dr. Lisa Starks-Estes (CAS)                 | X       |         |
| Layne Farmen, graduate student rep          | X       |         |
| Ms. Nicki Hannum (Grad Studies support)     | X       |         |
| <b>Guests (if any)</b>                      |         |         |
| Dr. James Fellows (COB)                     | X       |         |

| <b>Minutes of last GC meeting held on 10/15/15</b> |                              |
|--|------------------------------|
| Motion to approve minutes:                         | Kim Stoddard                 |
| Seconded by:                                       | Hemant Merchant              |
| Discussion (if any):                               | NA                           |
| Result:  | Minutes of 10/15/15 approved |

| <b>Agenda item #1 Revisions to Graduate Council Scope &amp; Responsibilities Document</b> |   |
|---|---|
| Discussion:   | The Graduate Studies policies document still needs revision   |
| Motion:   | N/A   |
| Proposed by:  | NA  |
| Seconded by:  | NA  |
| Result:   | NA  |
| Action:   | Deferred for further review. Dr. Starks-Estes to assist in "wordsmithing" final policies document with Hemant Merchant. |
| Responsible person:   | Lisa Starks-Estes; Hemant Merchant  |

| <b>Agenda item #2 COB follow up as requested for GEB 6255</b> |  |
|---|--|
| Discussion:   | James Fellows (COB) presented a new course proposal for GEB 6265: Advanced Facilitation. The course, if approved, would replace a selected topics course that has been offered numerous times and would support the MBA program. |
| Motion:   | Motion to approve by Kim Stoddard contingent instructor revising module descriptions in syllabus to be less ambiguous and to confirm that instructor received appropriate approval to use a text that he authored.               |

|                     |  |
|---------------------|--|
| Proposed by:        | Kim Stoddard   |
| Seconded by:        | Hemant Merchant  |
| Result:             | Motion carried. See update below.  |
| Action:             | Update: Dr. Fellows made the required changes to the online course proposal, submitted those changes and a revised syllabus to Graduate Studies on 11/19/15. Eric Douthirt, Interim Dir. of KTCOB graduate programs provided an email that acknowledges that the instructor did receive approval to use his own book in the instruction of the course (email dtd. 11/13/15). |
| Responsible person: | James Fellows  |

**Agenda item #3 New Course Proposal – ACG 6244**

|                     |   |
|---------------------|---|
| Discussion:         | Graduate Council reviewed the new course proposal for ACG 6255: Advanced Negotiation to be used as an elective in the MS in Accountancy program and in the Accounting track of the MBA.               |
| Motion:             | Motion to approve contingent upon a revision to both the course syllabus and the online course proposal that better differentiates the student learning objectives from the course learning outcomes. |
| Proposed by:        | Kim Stoddard  |
| Seconded by:        | Hemant Merchant   |
| Result:             | Approved.   |
| Action:             | Dr. Fellows submitted a revised syllabus and updated the online course submission to reflect the changes requested by the Graduate Council.   |
| Responsible person: | James Fellows, COB  |

**Agenda item #4: New Course Proposal – MAN 6167**

|                     |  |
|---------------------|--|
| Discussion:         | Graduate Council reviewed the new course proposal for MAN 6167 Developing Leadership Skills submitted in support of the MBA program. |
| Motion:             | Patricia Pettijohn   |
| Proposed by:        | James Fellows. COB   |
| Seconded by:        | Kim Stoddard   |
| Result:             | Approved.  |
| Action:             | Grad Studies to move the course forward for concurrence and inclusion in the state inventory.  |
| Responsible person: | James Fellows (done); Donna Knudsen (next steps)   |

**Agenda item #5: New Course Proposals – MAN 6244 and ACG 6244**

|             |  |
|-------------|--|
| Discussion: | Dr. Fellows met with the Council and provided the requested differentiation between ACG 6244 Fraud and |
|-------------|--|

|                     |   |
|---------------------|---|
|                     | Financial Reporting in support of USFSP's MAcc program and MAN 6244 which supports USFSP's MBA program. Both courses were submitted at the 10/15/15 Graduate Council Meeting and approval was contingent upon the Graduate Council's approval of appropriate differentiation. |
| Motion:             | Patricia Pettijohn  |
| Proposed by:        | James Fellows. COB  |
| Seconded by:        | Kim Stoddard  |
| Result:             | Approved.   |
| Action:             | Grad Studies to move the course forward for concurrence and inclusion in the state inventory.   |
| Responsible person: | James Fellows (done); Donna Knudsen (next steps)  |

Meeting adjourned at 4:30 p.m. Upcoming meeting dates: December 14 (subsequently cancelled). Schedule for 2016 will be developed once new course schedules are cemented.