

# USA Graduate Council Meeting Minutes

3/24/22 @ 3 PM

## Faculty Club & Zoom

**Members Present:** Elizabeth Adams, Eric Loomis, Mark Taylor, Gwendolyn Pennywell, Debra Chapman, Robert Cloutier, Leigh Minchew, Ben Lee, Ryon McDermott, Timothy Sherman, Joyce Pittman, Alexandria Green, Todd Andel, Delwar Hossain, Harold Pardue, DeAnna Cobb, Lorene Flanders, Norma Jean Tanner, Kelly Osterbind, Heather Nix, Brittany Seals, Kelly Osterbind

**Absent:** James Stefurak, Marie Migaud, Blair Saale, Kevin West

**Guests:** Ashley Gibson, Angie O'Neal, Nancy Rice, Madhuri Mulekar, Avery Robinson

*Agenda and materials distributed prior to the meeting.*

1. **Approval Process of New Programs** (Ashley Gibson) – A handout was disbursed on new programs added in 2021 and 2022. The program review process was discussed. New programs must be reviewed internally by Academic Affairs and the relevant curriculum committee, as well as the Graduate Council, before being submitted to ACHE for approval. ACHE is now on social media and offers an online portal for program submissions.
2. **Dean's Report** (Harold Pardue)-An overview of the Graduate School budget was presented. Enrollment for the

5. **Graduate Biomedical Sciences Master's Program** (Nancy Rice)-This program fills the need of the gap year experience by students pursuing advanced degrees in Medicine, Allied Health, and related Educational fields. There is a demonstrated regional and student need. Would increase employment opportunities for graduates, and they would be more competitive applicants as well. Gray and Associates was involved in the program process. Admissions would be on a rolling basis to better fit student needs. Would only involve 3 new courses, the rest would be cross listed. A research project would be required. Eric Loomis mentioned curriculum hours would need to be reviewed by the curriculum committee. Motioned, seconded, approved.

6. **Minutes from prior meeting** (Harold Pardue)- Motioned, seconded, approved.

7. **English Proficiency Institution Letters/International Student Admissions** (Heather Nix)-On an undergraduate level South accepts English Proficiency letters from the institution the student attended attesting that English was the primary language of instruction. Several students have inquired if this is available at a higher level. Motioned, seconded, approved.

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12. New Business? None

13. Meeting adjourned.