Graduate Academic Affairs Committee– Meeting Minutes
Saint Louis University
Friday, October 13, 2023

Voting Members Present: Ranjith Kumar Bandari, Jen Jen Chang, Zhenguo Lin, Katie Mascari, Takako Nomi, Ness Sandoval, Bill Rehg, Kristi Ritcher (also a proxy for Steve McMillin), Dana Baum

Non-voting Members Present: Jennifer Popiel, April Trees

Members Absent: Ashley Yukihiro, Dana Malkus, Helen Lach, Joe Lyons, Tricia Bagsby, Steven McMillin, Elizabeth Gockel-Blessing, Nicola Pozzi

Guests: Marissa Cope, Janie Henderson, Divya Subramaniam, Nicole Mispagel

I. **Approval of September Minutes:** Approved.

II<u>. Discussions:</u>
1. ***MSW and MS Applied Behavior Analytics Dual Degree Program:*** A proposal to create a dual degree program. This would replace a current concentration in the MSW program. Committee members asked questions and held a discussion about the program. The motion was open for voting. All members approved, with no notes or addendums.

2. ***Health Data Science Program Change:*** Program Director, Divya Subramaniam presented the motion to add an online modality to the MS in Data Science program. Dr. Subramaniam explained that the online component would also aid the program with increasing the domestic applicant pool, specifically allowing for untapped regions and populations to be reached. No additional university resources are needed, and all faculty in Data Science are required to complete an online teaching certificate. The motion was open for voting. All members approved, with the condition that the modality be updated to reflect both an on-ground and online modality.

3. ***Independent and Directed Study Course Policy:*** Members discussed various logistical and policy concerns regarding 5970 and 6970 programs.
   > **Suggested that Independent Study and Directed Study should be separated with regard to limits to credits taken given the different nature the two.
   > **Is there accountability in the system to enforce the limits so that students can't register for more independent studies than allowed? Something to discuss with the registrar.
   > **Need to ensure that graduate handbooks match university policies
   > **Discussed approval form and suggested may want to consider a separate form for Independent Research and Independent Study.
   > **Discussion of where this form lives and how it gets back to the student. Can docusign be used for this?

4. *Special Topics Policy Feedback* **(X-930 courses):** Committee members did not have suggested changes to this policy. As there is not yet a GAAC representative from the Madrid Campus, Associate Provost Trees will consult with Madrid on their feedback.

5. ***Using Courseleaf for GAAC program review:*** A test case is currently in progress. If successful, meeting agendas, votes and relevant documentation will be available and accessible via Courseleaf. Members will be able to review it through the program instead of having to individually download meeting documents. Present committee members requested to be able to denote communications within the site; and specify roles and definitions in order to make navigation less confusing. Dr. Trees will meet with the Registrar to talk more about Courseleaf program proposal implementation.

Meeting adjourned at 10:04am.