



University Graduate Committee
Friday, August 30, 2024 – 3:00-4:00pm
WEBEX MEETING MINUTES

Chair: Susan Maxey

Members: Hannah Curreri, Jenny Dearden, Michael Hypes, Savannah Jackson, Michael Kessinger, Eujin Kim, Jasmyne Lewis, Gilbert Remillard, Matthew Sutton, Sue Tallichet.

Non-Voting: Gera Jones, Kerry Murphy, Tina Stevens

The Webex meeting commenced at 3:01 p.m.

Introduction of Chair and New Members

Being the first University Graduate Committee Meeting of the 2024-2025 academic year, Chair Maxey introduced herself as the Chair of the committee. Each committee member introduced themselves, and the new members to the committee were welcomed.

University Graduate Committee Description and Membership

Chair Maxey noted that all members received the Committee Description and Membership via the University Graduate Committee Groups page, and no members indicated questions.

Attendance Policy

Chair Maxey noted that all members received the University Graduate Committee Attendance Policy, and again no members indicated questions. Chair Maxey reminded a proxy sent in a member's place does not count as an absence.

Election of Vice Chair

Chair Maxey called for nominations of Vice Chair for the University Graduate Committee, who would conduct committee meetings in the absence of the Chair. Michael Kessinger nominated himself for the position of Vice Chair. There being no other nominees, Chair Maxey called for a motion. M. Hypes moved that Michael Kessinger serve as Vice Chair of the University Graduate Committee for the 2024-2025 academic year. J. Dearden seconded the motion. Ten (10) members approved. Motion carried.

Link to Proposal Types: <https://www.moreheadstate.edu/about-msu/leadership/faculty-senate/standing-committees/graduate>

Chair Maxey discussed the six (6) different types of graduate curriculum proposals and the specific situations that each proposal is to be used.

Online Voting for 2024-2025

Chair Maxey called for a motion to continue the use of online voting using a ballot process when only Type I, Type II, Type V, and/or Type VI proposals are on the agenda. The first ballot received would serve as the motion. The second ballot received would serve as the second. The online voting process included the stipulation that, if a face-to-face (via Webex) meeting was

needed, such Webex meeting could be called. Type II and Type IV proposals would be reviewed via a Webex meeting due to their greater complexity and need for discussion. M. Kessinger moved that online voting continue to be used for Type I, Type II, Type V, and/or Type VI proposals. M. Hypes seconded the motion. Ten (10) members approved. Motion carried.

Webex Meetings for 2024-2025

Chair Maxey proposed that the University Graduate Committee meetings be conducted via Webex (except for the online meetings involving only Type I, Type II, Type V, and/or Type VI proposals). Webex meetings would be mainly for Type III and Type IV proposals, unless another proposal type warranted discussion. S. Tallichet moved that University Graduate Committee Meetings with the noted exceptions be conducted via Webex. J. Dearden seconded the motion. Ten (10) members approved. Motion carried.

Overview of the University Graduate Committee Groups Page

Chair Maxey pointed out that a set of instructions for accessing the University Graduate Committee Groups page was also distributed to committee members. Anyone experiencing difficulty accessing documents on the Groups page should contact Gera Jones at g.jones@moreheadstate.edu or 606-783-9580.

Approval of April 26, 2024, Online Meeting Minutes

M. Hypes moved that the minutes for the April 26, 2024, Online University Graduate Committee Meeting be accepted. J. Dearden seconded the motion. Ten (10) members approved. Motion carried.

Adjournment:

Chair Maxey requested a motion to adjourn the meeting. S. Tallichet moved that the meeting be adjourned. M. Hypes seconded the motion. Ten (10) members approved. Motion carried.

The meeting was adjourned at 3:20 p.m.