

## Meeting Minutes

Graduate Studies Executive Committee

Tuesday, September 3, 2024 at 3:00pm

Provost's Conference Room, Derryberry Hall, Room 200

### Members Present

Dr. Julie C. Baker—Executive Officer  
Dr. Alice Camuti—Ex-Officio  
Dr. Michael Burduck—Chair  
Dr. Dan Combs  
Dr. Allen McKenzie  
    For Dr. William Eberle  
Dr. Mike Gotcher  
Dr. Rachel Hall  
Dr. Samantha Hutson  
Dr. Steve Isbell  
Dr. Kimberly Hanna  
    For Dr. Barbara Jared  
Dr. Alfred Kalyanapu  
Dr. Tony Michael  
Dr. Allan Mills  
Dr. Michael Phillips  
Dr. Julie Pharr  
Dr. Darron Smith  
Dr. Jeremy Wendt  
Dr. Lisa Zagumny  
Kelsey Rainey  
Braxton Westbrook

### Members Absent

Dr. Joseph Slater  
Dr. John Zhu  
Dr. Thomas Payne  
Dr. Bedelia Russell (non-voting)  
Ms. Sharon Holderman  
Dr. Hayden Mattingly

### Other Attendees

Karen Warren  
Lucinda Morabito  
Stephanie Flores  
Dr. Dennis Tennant

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1. Approval of the agenda.

**Motion to approve the agenda: Dr. Lisa Zagumny**

**Seconded by: Dr. Darron Smith**

**Comments/Amendments: None**

The Committee voted and the motion was: Approved by: **ALL** ; Opposed by: None.

2. Approval of the minutes from the July 2, 2024 meeting.

**Motion to approve the minutes: Dr. Lisa Zagumny**

**Seconded by: Dr. Darron Smith**

**Comments/Amendments: None**

The Committee voted and the motion was: Approved by: **ALL** ; Opposed by: None.

3. Proposal by the College of Interdisciplinary Studies, School of Professional Studies to remove the GRE admission requirement from all MPS Concentrations \***AC**: Healthcare

Administration, Corporate Communication, Media and Strategic Communication, Project Management for the Professional, Public Safety, Strategic Leadership, Teaching English to Speakers of Other Languages (TESOL), and Training and Development.

**Motion to approve the request: Dr. Lisa Zagumny**

**Seconded by: Dr. Darron Smith**

**Comments/Amendments:** Dr. Tennant presented. Professional Studies proposed that the GRE requirement be removed from all professional studies concentrations to better compete with what other universities are doing. Updated catalog wording was also submitted to improve clarity in admission requirements.

Mr. Westbrook asked if the GRE was no longer required but could be taken and submitted to improve chances of admission, would the same scores apply (146 on the verbal, 144 on the quantitative or a combine score of 290 on verbal and quantitative reasoning sections and a 3.5 on analytical writing)? Dr. Tennant confirmed that the same scoring would apply to optional submissions.

Dr. Gotcher identified a typo on the catalog wording. It was noted that it will be corrected.

Dr. Camuti stated that the addition of the paragraph (stating the GRE was optional) was aligned with what MBA's catalog wording.

The Committee voted and the motion was: Approved by: **ALL** ; Opposed by: None.

4. Proposal by the Whitson-Hester School of Nursing to remove the admission requirement of 3 letters of recommendation from all joint DNP programs **\*AC:** Adult/Gerontology Acute Care Nurse Practitioner, Nursing and Healthcare Leadership, Family Nurse Practitioner, Pediatric Nurse Practitioner-Primary Care, Psychiatric/Mental Health Nurse Practitioner, and Women's Health Care Nurse Practitioner.

**Motion to approve the request: Dr. Lisa Zagumny**

**Seconded by: Dr. Darron Smith**

**Comments/Amendments:** Dr. Hall presented. The requirement of recommendation letters slow the admissions process down and have little value since letters are generally very favorable and not very helpful. This will apply to all six concentrations.

Dr. Gotcher asked if ETSU will be removing the recommendation letter requirement as well. Dr. Hall stated that ETSU has already removed the requirement.

The Committee voted and the motion was: Approved by: **ALL** ; Opposed by: None.

5. Informational Items: College of Graduate Studies has two informational items.
  - a. Policy 271 General Graduate Degree Requirements: addition of "P-Passing" to grade options.

Dr. Camuti stated that omission of “Passing” grade appears to be an oversight in the policy. It has been added to Policy 271.

- b. Exercise Science concentration, Fitness and Lifetime Wellness was adjusted to align with THEC and Banner title of Lifetime Wellness.

Dr. Camuti stated that the catalog has been updated to reflect correct title.

- c. Healthcare Insurance: Dr. Camuti stated that Fall2025 is too far away for a quote from carrier. There needs to be a minimum of 250 enrollments. Looking at 130 PhD and possibly 120 International, graduate assistants would allow TTU to meet that enrollment requirement. International students are required to have insurance. Dr. Kalyanapua asked will enrollment be a requirement? No, possible subsidized or optional enrollment. Dr. Pharr asked what would happen if we didn't get 250? Dr. Camuti responded that we would have to provide at least a 250 estimate to be eligible to move forward with the insurance. Dr. Smith asked about the number of students over 26yrs? Dr. Camuti responded that we do not have the demographics on that statistic but can seek it out from IARE. These questions will be discussed with the carrier as part of the quotation process.

- 6. Other Matters: Request for two committees to review policies 274, Graduate Assistants, and 282, Graduate Faculty.

Dr. Camuti asked for volunteers to review policies to ensure the information is clear and up to date. Review roles, responsibilities, requirements, expectations, and clarify any information that may be unclear. Anyone interested, should contact Dr. Camuti in the next week (September 10<sup>th</sup>).

For your information, our current enrollment (prior to the 14day freeze) is 1328 which is a 3% increase.

- 7. Adjourn

**Motion to approve: Dr. Lisa Zagumny**

**Seconded by: Dr. Darron Smith**

**Comments/Amendments: None**

The Committee voted and the motion was: Approved by: **ALL** ; Opposed by: None.

**\*AC** – Denotes an item that will need Academic Council and possibly other approvals.