

## Meeting Minutes

Graduate Studies Executive Committee  
Tuesday, April 2, 2024 at 3:00pm  
Provost's Conference Room, Derryberry Hall, Room 200

### Members Present

Dr. Michael Burduck—Chair  
Dr. Julie C. Baker—Executive Officer  
Dr. Alice Camuti—Ex-Officio  
Dr. Dan Combs  
Dr. William Eberle  
Dr. Mike Gotcher  
Dr. Kimberly Hanna  
Dr. Darci Bell for  
    Dr. Samantha Hutson  
Dr. Rachel Hall for  
    Dr. Barbara Jared  
Dr. Hayden Mattingly  
Dr. Tony Michael  
Ms. Holly Mills (non-voting)  
Dr. Allan Mills  
Dr. Michael Phillips  
Dr. Julie Pharr  
Dr. Bedelia Russell (non-voting)  
Dr. Darron Smith  
Dr. Jeremy Wendt  
Dr. Lisa Zagumny  
Ms. Michele Niec

### Members Absent

Dr. Steve Isbell  
Dr. Joseph Slater  
Dr. John Zhu  
Ms. Rachel Craighead  
Mr. Tymothy Brandel  
Mr. Yixing Wang  
Mr. Eli Anderson  
Dr. Thomas Payne  
Dr. Alfred Kalyanapu

### Other Attendees

Karen Warren  
Lucinda Morabito  
Stephanie Flores

---

The following items have been proposed for the agenda:

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:

2. Approval of the minutes from the March 5, 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:

3. Proposal from the College of Education: Department of Curriculum and Instruction for Fall 2024:
- a. Program of Study change Applied Behavior Analysis Concentration for Master's, Specialist in Education, and Doctoral. \*AC
  - b. Program of Study change Library Science Concentration for Master's and Specialis in Education. \*AC
  - c. Course Additions: EDUB6001-6008 and EDUB7001-7008.
  - d. Graduate Catalog wording (in Catalog Product of Coursedog).

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. J. Wendt presented. Dramatic changes in ABA as they move towards accreditation. Dr. Combs asked about enrollment in program. The seven new courses are in preparation for a new program. Future students can be switched over to program once it is approved.

The Committee voted and the motion was: Approved by: All      Opposed by:

4. Proposal from the Whitson-Hester School of Nursing for Fall 2024: Name change NRSE5009/5010.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Presented by Dr. Hall. According to accreditation requirements, the courses need to be titled Advanced health assessment and Advanced health system practicum.

The Committee voted and the motion was: Approved by: All      Opposed by:

5. Proposal from the College of Education: Department of Exercise Science for Fall 2024: New courses: EXPW 6810-6850.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Presented by Dr. Phillips. Adding these courses to the inventory to prepare for future needs. Class can apply to multiple concentrations and students. Dr. Burduck noted the quality of the syllabi provided. Question asked about faculty required and Dr. Phillips stated that they have faculty in place.

The Committee voted and the motion was: Approved by: All      Opposed by:

6. Proposal from the College of Engineering: Department of General & Basic Engineering for Fall 2024: Revision of admission requirements in graduate catalog for MS Engineering Management.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Eberle presented. In Engineering the Master's programs are accepted by departments not college. When the program began two years ago, it used other program admission guidelines. It is a different type of program, more about work experience. The proposal refines what the admission requirements: GPA, Bachelor's degree, statement of purpose, resume, letters of recommendation. Dr. Gotcher asked about the department moving to letters of recommendation as most are removing it. Dr. Eberle stated that the department is looking at the whole person in the application process and the addition of letters and removal of GRE will allow for a better understanding of applicants.

The Committee voted and the motion was: Approved by: All      Opposed by:

7. Proposal from the College of Interdisciplinary Studies: Department of Communication for Fall 2024:

- a. Course Edit: Add descriptions to PRST6700, COMM6610, COMM6110.
- b. Course Additions: JOUR6870, COMM6200, COMM6700.
- c. Program Edit: Course option additions for Strategic Communication, MPS, and Organization Communications, MPS.
- d. Inactive Courses: JOUR5230, PC5230, PC5360, PC5460, PC5830.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Presented by Dr. Gotcher. The course edits are existing courses, they were missing the description, so it has been added. Dr. Smith asked if they had enough faculty to teach to which Dr. Gotcher stated that they used credentialed adjunct faculty. The course additions are to increase the inventory. The two concentrations had courses added as options. The inactive courses haven't been taken in years or have been replaced and need to be deleted.

The Committee voted and the motion was: Approved by: All      Opposed by:

8. Proposal from the College of Interdisciplinary Studies: School of Environmental Studies for Fall 2024: change in graduate catalog about comprehensive exam for Environmental Sciences PhD (Agriculture, Biology, Chemistry, Geoscience, and Integrated Research Concentrations).

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Mattingly presented. Simple, once sentence addition to the catalog that all committee members should be involved in comprehensive exam, both written and oral, following policy.

The Committee voted and the motion was: Approved by: All      Opposed by:

9. Proposal from the College of Engineering: Department of Civil and Environmental Engineering for Fall 2024:
- a. Course Edits: CEE5460 and CEE5810.
  - b. Course Additions: CEE5390 and CEE5820

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Eberle presented. CEE5460 prerequisite course number change needed to be updated. CEE5810 some content was removed to create new courses (CEE5390 and CEE5820 and allow both to be more in depth.

The Committee voted and the motion was: Approved by: All      Opposed by:

10. Proposal from the College of Engineering: Department of Electrical and Computer Engineering for Fall 2024: Course Edits: ECE5020 and ECE5140 addition of prerequisite.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Eberle presented. CSC1310 is being added to courses. It is a required undergraduate course at TTU but incoming students may not have had the programming experience needed. Adding the C or better in CSC1310 will ensure students have some foundation in programming.

The Committee voted and the motion was: Approved by: All      Opposed by:

11. Proposal from the College of Arts and Sciences: Department of Biology for Fall 2024:
- a. Course Addition: BIOL5210.
  - b. Course Edit: BIOL5810.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Presented by Dr. Combs. 5210 will be taught by a faculty with a specialty in that area, graduate students would benefit from this course. 5810 professor recommends increasing the credit and lecture hours to meet needs.

The Committee voted and the motion was: Approved by: All Opposed by:

12. Proposal from the College of Agriculture and Human Ecology, School of Agriculture

a. Course Additions: AGR6010, AGR6100, AGR6120, AGR6121, AGR6300, AGR6960, and AGET6210.

b. New Program: MS in Environmental Agriscience Technology. \*AC

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Baier presented. New courses are for new program, meeting needs of future students in sustainable agriculture with technology and science. The process has taken a couple years to bring together but looking to provide knowledge about improvements in technology in agriculture, plants, animals, resources.

The Committee voted and the motion was: Approved by: All Opposed by:

13. Informational Items: Error in course numbers in the MPS, Strategic and Communication Concentration information. It appears that the 4000-level of 4000/5000-level courses pulled into the catalog. Stephanie Flores corrected the information to show the 5000-level.

Dr. Camuti provided information on the new appearance of and some updated faculty policy information on the College of Graduate Studies website.

14. Other Matters: Chairperson nomination and voting.

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** Dr. Zagumny nominated Dr. Burdick, he accepted. Vote was unanimous for Dr. Burdick to remain as GSEC Committee Chairperson.

The Committee voted and the motion was: Approved by: All Opposed by:

15. Adjourn

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

**Seconded by:** Dr. Darron Smith

**Comments/Amendments:** None

The Committee voted and the motion was: Approved by: All      Opposed by:

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

Submitted by the College of Graduate Studies April 3, 2024.