Members Present: Susan Gordon-Hickey, Eric Loomis, Gwendolyn Pennywell, Debra Chapman, John Kovaleski, Robert Cloutier, Kathy Bydalek, Treena Finney, Elizabeth Adams, Marie Migaud, Tim Sherman, Kevin West, Kimberly Feagin, Bettina Riley, Todd Andel, Harold Pardue, Lorene Flanders, Norma Jean Tanner, Kelly Osterbind, LaSonya Toney, DeAnna Cobb

Members Absent: Christopher Keshock, Mark Taylor, Gayle Davidson-Shivers dour individual graduate programs to market forces (market size, available jobs, saturation, rnings, growth projections, etc.) This study pinpointed master's level graduate programs in or, maintain, evaluate, and invest. Expected budget cuts would be discussed in the upcoming which will involve strategic planning for the projected decline in enrollment in a few years. A il subcommittee formation for strategic planning was floated. The Alabama ASSET Program was program is a state wide initiative in response to specific state workforce needs expressed by local rogram has the support of the governor's office. Members were encouraged to think about could be created at USA to be a part of the ASSET program. A Task Force subcommittee to age stackable certs was suggested.

ate (Norma Jean Tanner): The new application cycle is open through Fall 2020. The Council was url's change with each academic year and to remind students to check for the correct url if they applying/getting messages that the system is closed. Brittany Seals was introduced; she hed 4. EMP Updatm(£):icDo Loomis stated this

graduate school marketing effort. Web pages have as desired. The next focus for marketing is to our can set notification levels, purchase and utilize other have been found to be surprisingly effective. Progrobserve USA branding guidelines. Tutorial videos could be hired to assist with marketing efforts and

 NISP/Chemical and Biomolecular Engineering Doc Glover and West introduced this interdisciplinary P and scientific principles to the design, development

- 6. Proposed Change to Thesis/Dissertation Due Dates (DeAnna Cobb): Several programs have requested the due dates be moved closer to the end of the semester to better accommodate students and faculty. As a possible solution, a one-page T/D committee chair checklist was distributed so that theses and dissertations would reach the Graduate School in better form and need considerably less time to process. Spring 2020 was suggested as a trial run to see if this strategy would be effective. As Summer terms are short as is, the due dates could not be shifted to any great degree. Our student theses/dissertations are uploaded to ProQuest on the internet as is standard practice with many universities. This solution was met with mixed responses and other solutions are welcomed.
- 7. **Graduate Assistant Policy (Harold Pardue):** Dr. Pardue proposed another category of Graduate Assistants be created in order to meet grant needs for health insurance for our doctoral level GA's. Avenues for health insurance for all GA's are being explored, but currently funding does not exist at that level. A United Health insurance pool for all Alabama GA's in this category is being considered.
- 8. **Graduate Student Time Extension Policy Review (Harold Pardue):** Dr. Pardue asked the council to review the proposed policy for streamlining time extension requests. It was suggested that the Faculty Advisor be added to the initial steps. This policy will be revised and emailed out for review.
- 9. **English Proficiency/Countries (Harold Pardue):** A list of countries not requiring the English proficiency exams for our undergraduate students was disbursed. These students must however take a standardized text to establish proficiency levels. A policy will be created and emailed out for review.
- 10. No new business.
- 11. Meeting adjournment.