

**Catawba College
Graduate Council
2019-20 Academic Year**

**October 22nd, 11:00 a.m.
Admin 235**

Attendance

Present: Pam Thompson, Valerie Rakes, David Pulliam, Provost Connie Lowery

- **Call to Order**
 - The Chair, Pam Thompson, called the meeting to order at 11:00 am.
- **Approval of Minutes**
 - Due to a lack of a quorum at the beginning of the meeting, minutes will be approved at the next Committee meeting on November 12th.
- **New Business**
 - **Graduate Council Update and Request for Information:** The committee discussed the following questions with Provost Lowery: (questions from the memo to the Provost prior to the meeting)

In order to complete the Graduate Catalog and successfully launch one or more graduate programs in Fall of 2020, our committee is seeking timely guidance on the following:

A commitment to the program(s) that will be launched.

The provost felt that the first program(s) would be launched Fall of 2021 but this would be discussed with the upcoming Fall 2019 Trustee meeting.

- 1) *Assignment of responsibility for:*
 - a. *Administrative oversight of each program*
 - i. *MSADA: designated as a Director of Data Analytics and Chair of Math and Computer Science*
 - ii. *MBA-HA: designated as Director of Health Care Administration, Dean of KSOB and Dean of Health Sciences and Human Performance*
 - iii. *MSPM: designated as Director of Sport Management and Dean of Health Sciences and Human Performance*

As of now, the Provost felt these responsibilities were accurately stated.
- 2) *Timeline for:*
 - a. *Strategic planning (tasks, timeline) to include budgeting, marketing, staffing, admissions.*
 - b. *Launch*

The Provost would appreciate any input from the committee on these tasks.

3) *Policies and procedures to be presented in the Graduate Catalog and coordination with other responsible committees (such as Admissions and Financial Aid).*

The committee will continue to work on the catalog this year.

- **Next Meeting**

- The next meeting date is Tuesday November 12th, 2019 (registration week and faculty meeting prior to Nov. 12th).

- **Meeting adjourned 11:50 am.**