

**Graduate Academic Affairs Committee– Meeting Minutes**  
**Saint Louis University**  
**Friday, December 8, 2023**

**Voting Members Present:** Ranjith Kumar Bandari, Jen Jen Chang, Zhenguo Lin, Katie Mascari, Takako Nomi, Ness Sandoval, Bill Rehg, Kristi Ritcher Steve McMillin, Dana Baum Elizabeth Blessing, Joe Lyons, Chris Thomas, Jay Haugen, Ashley Yukihiro, Helen Lach

**Non-voting Members Present:** Jennifer Popiel, April Trees

**Guests:** Scott Sell, Dana Baum, Debie Lohe, MARRISA COPE

**I. Approval of September Minutes:** Approved.

**II. Discussions:**

1. **MS STEM Entrepreneurship:** Scott Sell and Dana Baum were present to answer questions about the project management proposal. Experimental Research courses have been entered into Courseleaf for curriculum approval. There are experiential component courses modeled after affiliate graduate programs, (ie. Notre Dame Esteem Program).. The goal is use it as a starting point in order to expand the availability of technical skillsets and a focus on entrepreneurship. There are letters of support from Earth Science, Physics, Engineering and Biology.

Perspective students will mostly come from the Engineering undergraduate program. They will be assigned to a mentor and advisor to help with course placement. The program plans to hire adjuncts to help with course delivery. Program courses still need to be approved before GAAC can approve the program. There is still time for members to request documentation about additional resource management and course proposals. April will send a follow up summary that will include approval clarity, plans for course coverage and course approvals.

2. **Program Change – MS Political Science:** The committee has asked to send the proposal back to Political Science with questions to see what is involved in the research project. Jen Popiel will report back during next month's meeting.

**III. Old/Ongoing Business**

1. **Academic Program Approval – MS Finance – passed by CADD 11/15/23; approved by provost 11/17/23:** The board did not meet in December. This will be concluded during their January meeting.

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2. **Policy Review – Policy on Special Topics:** committee has questions and concerns about special topics crosslistings. Jay Haugen will come to next month’s meeting with answers. This is scheduled to be voted in January 2024.
  
3. **Policy on Academic Amnesty:** An undergraduate version already exists. Should there be one for graduate students? More discussions will take place next month and future GAAC meetings.

IV. New Business

1. **Recommended Wellness Syllabus Statement:** The statement is not a requirement, but it has been recommended that one exists and be incorporated into course syllabi. It is currently offered on a temporary basis; with a goal to be fully in effect in the spring. GAAC and UAAC will continue to gather feedback before revisions, final endorsement and approval. A feedback form for both students and faculty will remain open until early-January (an extension is possible if needed).

*Meeting adjourned at 9:58am.*