



MEMORANDUM

TO: Dr. Francis Moran and the University Senate Executive Committee

FROM: The University Senate Graduate Studies Committee (GSC):

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| Dr. Amit Mokashi, Chair | Dr. Xiaodi Zhu, Co-Chair |
| Dr. Nurdan Aydin | Dr. Gunhan Caglayan |
| Dr. Lorraine Chewey | Dr. Helen Friedland |
| Dr. Grace Wambu | Caitlin Costello (Student Rep) |

DATE: Friday, Jan 21, 2022 & Tuesday Feb 1, 2022

SUBJECT: Committee meeting for program and course approval.

The Senate Graduate Studies Committee (GSC) met via zoom on Friday, Jan 21, 2022 and Tuesday Feb 1, 2022, with all members in attendance.

Meeting Minutes:

1. The committee was asked to review the “policy for program revisions”. The committee is considering using AIC manual and Middle State Substantive Changes Policy as guidelines. The committee will review both manuals and suggest a list of items to be reviewed and approved by the Senate.
2. The committee reviewed and approved the course inactivation proposal.

Requested Action	Course Inactivation
Abbreviated Course Title	Seminar In Reading:Sel Topics
Full Course Title	LTED 642 : Seminar in Reading:Select Topics
Credits	3
Course Level	600

Component Workload	Lecture 3 Hours
Committee Observations	<ul style="list-style-type: none">• While a program is deactivated, courses associated with the program should not be deactivated.
Committee Recommendation	Approved