

**Graduate Academic Affairs Committee– Meeting Minutes**  
**Saint Louis University**  
**October 10, 2025**

**Voting Members Present:** Marcia McCormick, Toby Benis, Zhenguo Lin, Rabia Rahman, Melissa Berrien-Elliott, Srikanth Mudigonda, Dana Baum, Helen Lach, Kristi Richter, Kat Walcott

**Non-voting Members Present:** Jay Haugen, Nicole Mispagel, Marissa Cope, Simona Rentea, Christine Harper

**Absentees:** Chris Thomas, Takako Nomi, Elizabeth Richard, Jen Popiel, Katie Stamatakis, Katie Mascari, Sarah Burt, Steve Sanchez, Janie Henderson

**Guest:** Chuck Graves, SSE, Department of Earth, Environmental, and Geospatial Science; Brandy Maynard, Associate Dean of Academic Affairs, SSW

I. **Introductions:** Old and new members introduced themselves.

II. **Approval of September 12, 2025 Minutes:** Approved.

III. **Academic Program Proposals**

**A. New Program Proposals**

- **777: Introductory Health Data Science PBC (second review)**  
Questions had arisen last time about the purpose of student fees; according to Stacey Harrington, this is not a GAAC issue. April Trees will ask the Dean to think about whether the fees are being used as they should be. There was extensive discussion of the continuation policy. SLU policy states that if a student's GPA drops below 3.0, he goes on probation for two semesters. The certificate program requires only 12 credits and given the short duration of the program, this could be a problem. Should it be stated that if students don't meet GPA standards they will not be allowed to enroll indefinitely, or is this already implied? Wording about repeated failures may take care of the issue. Is there too much gray in the proposal, or does it function to give the department flexibility to dismiss perpetual problem students? It may sound harsh but allow for discussion around individual circumstances as well as dismissal of those who keep dragging on. It's clear that courses cannot be repeated indefinitely and that if students do not maintain a 3.0 GPA they can be dismissed. Is it obvious to students what would trigger possible dismissal? What about constantly bouncing on and off probation? If D or F were specified as triggers of dismissal, that might take care of the probation problem. It appears that the fifth point under continuation standards is covered by the first four; if not, is there a rationale for needing Point 5? Approved unanimously contingent on final clarification of continuation standards.

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**776: Advanced Health Data Science PBC (second review)**

Approved unanimously contingent on final clarification of continuation standards (see above).

- **778: Introductory Health Data Science Micro-credential (second review)**

The micro-credential consists of only two courses. A B average is necessary. It was suggested that the first point in the continuation standards could be rewritten to specify that both courses must be completed with Bs within two attempts. Point 2 is fine as written. Proposal must go back for clarification of what constitutes a passing grade.

- **813: Applied Behavior Analysis PBC (new proposal)**

Brandy Maynard answered questions about the proposal. Unlike the master's, which entails completing about 36 hours of coursework as well as a field work requirement, no practicum is required for the certificate; five courses are required, four of them specific. It was pointed out that the proposal contained only two learning outcomes; it should be demonstrated how the coursework relates to the learning outcomes. Is a personal statement required as part of the application to address the stated criteria of motivation and service? If so, that isn't explicit in the proposal. The proposal was sent back for a market analysis, clarification of required application materials, better curriculum mapping to address learning outcomes, and clarified continuation standards; if nothing beyond a 3.0 GPA is necessary, that should be stated.

**B. Program Closures**

- **543: Meteorology MS**
- **544: Meteorology PhD**

Chuck Graves answered questions about the proposals. No teach-out plan is required; there are currently four graduate students, all of whom have completed their coursework and will be finished with their degrees by 2027. A student who was interested in starting this fall decided not to matriculate. Is there a demand for these programs? What is the average number of graduate students in the program? Dr. Graves responded that the program averages four to seven graduate students overall; there are approximately 45 graduate-level programs in the country, and three or four have closed in the last few years. The closures were approved unanimously.

**IV. Policy Discussion and Approvals**

- **Micro-credential (proposed revision initiated with UACC)**

State that no course substitutions are allowed since only two courses are required: spell out any either/or possibilities. Some micro-credentials

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have both dual-listed undergraduate and graduate course options; would these count as substitutions? There is no undergraduate or graduate micro-credential per se. Extensive discussion followed about whether micro-credentials could be granted at the undergraduate or graduate level depending on the student's program. It was pointed out that there are no formal admission standards for micro-credentials. GAAC needs to consider these questions further. Will micro-credentials based on skills and competencies also be transcribed? Jay Haugen replied that all micro-credentials will be transcribed. He has gotten the go-ahead to purchase the software that will allow SLU to issue digital badges for micro-credentials.

- **Incomplete Grade Policy (proposed revision initiated with UACC)**  
Many feel that the usually granted year to complete requirements is too long a time except for major exceptions and allows students to fall farther behind. Faculty currently have the option of choosing a shorter completion time. UACC has suggested 90 days with faculty granted discretion to extend the time; this inverts current faculty practice. April Trees asked GAAC members to poll their faculty for their thoughts.
- **Draft Policy + Overview, Course Recording (for feedback from GAAC and GADD)**  
Debie Lohe was unable to be present to answer questions. April Trees asked GAAC members to provide feedback by October 31 using the link provided in the draft policy.

**V. Update on past GAAC decisions**

- Nothing to report

**VI. Announcements**

- Next GAAC meeting November 14 in Tegeler Hall, Room 207

**VII. Adjournment**

The meeting was adjourned at 10:30 AM.