

**Graduate Academic Affairs Committee– Meeting Minutes**  
**Saint Louis University**  
**Friday, February 9, 2024**

**Voting Members Present:** Dana Baum, Jen Jen Chang, Beth Gockel-Blessing, Helen Lach, Joe Lyons, Dana Malkus, Takako Nomi, Nicola Pozzi, Bill Rehg, Kristie Richter, Ashley Yukihiro

**Non-voting Members and Regular Guests Present:** Marissa Cope, Christine Harper, Jay Haugen, Janie Henderson, Nicole Mispagel, April Trees

**Members Absent:** Tricia Bagsby, Ranjith Bandari, Zhenguo Lin, Steven McMillin, Jennifer Popiel, Ness Sandoval

**Guests:**, Dyan McGuire, Johan Bester, Wendy Stav

I. **Approval of Minutes:** Minutes from January 12, 2024 approved without any changes.

II. **Program Proposals:**

- A. **636 MS Biomedical Engineering and 637 PhD Biomedical Engineering** (second review)

New program proposals were approved unanimously, no abstentions.

- B. **668 MS Medical Sciences**

The SOM proposed an MS in Medical Sciences as a new degree that will replace the MAPP PBC. Johan Bester presented the proposal to the committee and answered questions. These changes will enable SOM to offer a program to prepare students for medical school that is more in-line with national trends and more likely to help students succeed in their applications to medical school. Students completing the coursework will ideally be more appealing to admissions committees. Career and academic support will also be provided.

This new program proposal was unanimously approved.

- C. **Public Health Post Baccalaureate Certificates** (second review)

649: PBC Certificate in Biostatistics

650: PBC Certificate in Epidemiology

651: PBC Certificate in Health Management and Policy

657: PBC Certificate in Public Health Preparedness and Response

658: PBC Behavioral Science and Health Equity

The updated PBC proposals, with the added material requested by GAAC in February, were reviewed. Dr. Trees inquired about why ‘disaster’ is not included in the title for *PBC 657: Certificate in Public Health Preparedness and Response*. Dr. Chang indicated the decision came from the expertise of a colleague that is familiar with the market.

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Questions about the availability and requirements for online versus in-person courses for these programs were raised. Helen Lach suggested that the program should target specific student populations; with the possibility of adding an amendment to remove online students from the in-person requirement. Dr. Trees noted that if there is a change to move a course from in person to online, a modality course change proposal is required.

There was unanimous approval for the set of Public Health Certificates.

**III. Program Change Proposals:**

**A. 155: MS in Political Science (adding a concentration and a project).**

Dr. Matthew Nanes was present to discuss the program change proposal. GAAC noted two necessary changes: 1) students cannot take two Independent Study courses given the new 5970 requirement as this contradicts university policy and 2) the program must provide an updated assessment plan to the provost's office.

The program change proposal was approved, contingent upon these two modifications.

**B. MS Occupational Therapy Program (Curriculum redesign)**

Dr. Wendy Stav was present to explain the OT program change proposal. She indicated OT is working to respond to changing accreditation standards, and described some of the changes. In addition, she noted that OT programs are currently listed as a single set of requirements in *Courseleaf*. With the new proposal, it will be divided into three separate courses for bachelor, masters-only, and accelerated program.

The program change proposal was approved unanimously.

**C. 556: Criminology and Criminal Justice MA Program Change**  
**The following concentration changes go with the overarching program change:**

**671: Organizational Leadership Concentration (revised)**

**672: Emergency Management Concentration (revised)**

**674: Cybersecurity Concentration (new)**

**675: Strategic Intelligence Concentration (new)**

Dr. Dyan McGuire was present to explain the CCJ program changes. The CCJ program proposed changes to existing concentrations and the addition of two new concentrations in order to distinguish itself from other programs (internally and externally). The department is proposing to work with the School of Professional Studies (SPS) to

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change two of their concentrations (Organizational Leadership and Emergency Management) to use courses for SPS certificates. Previously they had relied on classes in Management and Public Health. They are also proposing two new concentrations that rely on SPS certificate coursework (Cybersecurity and Strategic Intelligence). due to its size and the already existing graduate certificates. Students will be able to graduate with both a degree and a certificate.

GAAC requested a more elaborate and expanded rationale for the program changes to ensure that the new concentrations fit the needs of students graduating with a degree in this area. The committee decided to roll the proposals back to the department, with a request for an expanded rationale. Joe Lyons indicated that a market analysis requested by SPS has information that would be relevant to this request. Dr. Trees indicated that approval in March would still allow the changes to appear in the Fall 2024 catalog.

**III. Old/Ongoing Business**

**A. Policy on Special Topics**

The committee reviewed the policy, which included updated language suggested by UACC UAAC to address repeat grades.

The policy was unanimously approved.

**B. Policy on Independent Study, Directed Study and Independent Research Courses Draft**

UAAC changed the credit limits for undergraduate students allowing for 12 credit hours of independent study and research courses. The policy would lead all 5980/6980 classes to be labelled Independent Studies (rather than having some labelled Graduate Readings). Dr. Trees will work with Jay Haugen to gather a list of courses where different course titles are currently in use.

GAAC will vote on this policy at the next meeting.

Minutes submitted by Janie Henderson, Master's Candidacy Specialist, Office of Graduate Education