PRESENT:  C. Creech, M. Deibis, M. Finney, D. Lair, B. Maki, K. Schilling, S. Selig, S. Turner (Interim Associate Provost), J. Witt

ABSENT:  T. Hemphill

1. The minutes from the September 25, 2017 were approved as amended.

2. The minutes from the November 13, 2017 meeting were approved with no changes.

3. Review MA Arts Administration (MAAA) Progress Report
   ▪ Program Director N. Broughton was present at the meeting to discuss the report in more detail with the Board.
   ▪ These updates were discussed with the Board:
     o Recent efforts to increase the number of core faculty numbers have resulted in an increase to five members. Previously, there wasn’t a mechanism to replace a core faculty member when he/she left. There is a new opportunity for lecturers to get involved as interim governing faculty for the program.
     o The next catalog will address changes to the thesis requirement. Students can elect to complete a thesis or a project. Completing the program with only coursework is not available at this time.
     o Many of the current students are completing the program as part-time students. Making changes to the variable credit option for the internship and thesis courses help provide flexibility for part-time students that want to qualify for financial aid.
     o The program is investigating options for creating a 3+2 program in the future.
     o There was a discussion about where the program has drawn students from in the past.
     o There was a discussion about faculty resources for advising student thesis work.
     o There was a discussion about primary competitors for the MAAA program.
     o There was a discussion about utilizing a modified cohort option for the program.

4. Preparations for 2018 Graduate Student Survey
   ▪ The Board did not have time to discuss this agenda item.

5. Review MA Applied Communications (ACOM) Preliminary Program Review Report
   ▪ The Board did not have time to discuss this agenda item.
6. Matters Arising
   - There were no matters arising.

Next meeting: 12/11/17 @ 2:00pm in the Graduate Programs Conference Room