

Graduate Academic Affairs Committee– Meeting Minutes
Saint Louis University
May 9, 2025

Voting Members Present: Dana Baum, Toby Benis, Jay Haugen, Helen Lach, Zhenguo Lin, Dana Malkus, Katie Mescari, Srikanth Mudigonda, Takako Nomi, Rabia Rahman, Kristi Richter, Ness Sandoval, Chris Thomas

Non-voting Members Present: Jen Popiel, Marissa Cope, Christine Harper,

Absent: Sarah Burt, Katie Stamatakis, Steven McMillin, Nicole Mispagel, Nicola Pozzi, April Trees

Guests: Molly Schaller, SOE; Lisa Dorsey, Associate Provost for Undergraduate Education

I. **Call to Order:** Jennifer Popiel chaired the meeting in April Trees's absence.

II. **Approval of April 2025 Minutes:** Approved.

III. **Program Updates**

A. **New Business**

1. **New Program Proposals:**

- **753: Catholic School Principalship Bridge, PBC**

Molly Schaller presented on this proposed certificate, which has been requested from other states where Catholic schools are growing. The certificate can help principals transition from public to Catholic schools and may serve as a bridge to the traditional program but is not envisioned as such. The certificate would be offered online. The two target audiences are students coming in with a master's, preferably in education, who would receive the Catholic background, and clergy, who would get the administrative component. A question was raised about the term "Bridge," which may be unattractive on a transcript. Dr. Schaller replied that the term is preferred by candidates because it means more to them than the acronym "PBC." She will consult with the Registrar about alternative designations. GAAC unanimously approved the proposal with a potential modification to the name.

IV. **Other Business**

- **Dual-listing Policy**

The proposed policy allows 4000 courses to be dual-listed with 5000-level courses. It could be reworded to make them eligible to be dual-listed with all courses above 5000, which would represent all graduate-level courses.

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There was discussion about the difference between cross- and dual-listing. Currently, Banner shows them both as cross-listed. A 75% difference in learning objectives between undergraduate and graduate levels in dual-listed courses struck some as constituting two separate courses. Dr. Sandoval commented that the lectures are the same but assessments are much higher and learning objectives completely different; faculty members just need to get used to it. The Registrar suggested that a solution may be to stop dual-listing some 4000s and 5000s and offer one class; he also noted that current limits on undergraduates taking graduate courses can be changed. There are programs with few or no graduate-level courses because all are dual-listed. Dual-listing is being used by different departments to solve different problems; can the policy cover this?

UAAC will be working on definitions of course number bands. There are no national criteria regarding what constitutes undergraduate and graduate courses, but Lisa Dorsey emphasized the importance of meeting accreditor expectations on differences between undergraduate and graduate learning objectives. The Registrar pointed out that the level classification of the home department may have to be adopted by the cooperating department for dual-listing courses.

A vote produced 5 for, 6 opposed, and 1 abstention. What's next for GAAC? The policy has already been passed by UAAC with minor updates. Dr. Popiel asked what might make a difference that would allow GAAC to accept the proposal. The concern regarding a 75% difference between undergraduate and graduate learning objectives appears to be a workload issue. There are also questions about the limits placed on the number of opposite level courses that undergraduates and graduates can take and the practicality of measuring the prescribed 75% threshold. Does GAAC want to recommend revising the rules regarding undergraduate and graduate restrictions?

- **Academic Program Review Manual Updates**
A question was asked about the difference between academic program review and annual reviews for viability. The academic program review process is meant to continue long-term improvement of programs and their curricula, and it adds an external perspective. Annual reviews are a short-term cycle addressing concerns about sustainability and viability. GAAC unanimously approved the changes.
- **Leave of Absence Policy**

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An LOA can be requested anytime during the semester. Individual faculty members decide whether to grant extensions for any course incomplete. The LOA form will be completely changed. GAAC unanimously passed the draft policy.

V. Adjournment

Meeting adjourned at 10:30 AM.

Minutes taken by Chris Harper, Doctoral Candidacy Specialist