

Graduate Committee Meeting Agenda

Location: RVEC 106
Date: 16 October 2018
Time: 3:30 - 5 pm

Meeting Minutes from the Past Year:

<https://drive.google.com/drive/folders/0B3tXuiCFGsrrM1Y3WkxEUTMwTHM>

Draft Minutes from September 2018 for your review:

<https://docs.google.com/document/d/1ggNVPxNH-zL7nGsiR9Wp-BFJyj7mOEwFQB7knXOWPi4/edit>

Welcome

1. Revisit the make-up of the committee

- Up to two graduate students can be on the committee
 - Recommendations/nominations
 - Send to Melanie if you have them
 - Conduct an email vote so they can attend the November meeting?
 - Nominations from Melanie - Graduate Assistants from DEL (2)
 - Motion/2nd - introductions - approved
- What have we done in the past for new programs or programs that have graduate course work as a 400/500 but no representation on the committee?
 - AS: look at charge from Faculty Senate for representation requirements
 - MLH: Do we have representation for each of the named seats?
 - DF: on graduate committee but program isn't listed; has been representing Behavioral Sciences
 - TS: As new programs are proposed and approved, they will be added to the list in the charge - AS: or change wording to more broad inclusive language
 - Does that include Graduate Certificates
 - TS: Refer to the committee on committees for definition
 - AS: or we can recommend to CoC
 - Representation by program or division or up to division - programs are entitled to representation but do not have to serve (can opt out by emailing Faculty Senate President to notify of choices)
 - MLH: So for now we are fine? Leave until need to change - maybe not list
 - Keep on the agenda - review before next meeting and ready to discuss
 - Committee on committee will review all committee's charges this year
- Role of ex-officio members
 - Need to update the list of seats to indicate note taking is done by membership

- Remove CAI representation (historical remnant from DEP era) - ask for it to be updated by Faculty Senate.
- Correction: Director of Graduate Studies fixed on the list
- TS: Motion to change ex-officio membership - drop CAI rep, grad studies notetaker, replace assistant to Director of Graduate Programs; SK 2nd - ; 13 for, 0 against, 0 abstain - PASS

2. Old Business

- See minutes from our last meeting posted above
- For voting
 - Minutes
 - TS: motion to approve, 2nd; PASS
 - **Alternative admissions reroute**
 - Policy was approved at graduate committee, faculty senate, rejected at provost's office
 - Putting it through again as "new" isn't going to be productive, need a different discussion
 - Provost's letter outlining objections
 - Appeals process?? Negotiation leading to a new proposal?
 - Bring to executive committee (Faculty Senate) to put it back on the agenda
 - ARS shared memo from Scheck
 - Need to respond to each objection made by previous provost
 - We need statistics & data regarding success
 - Responses to the memo are in the proposal
 - Need to make progress on #6
 - Open a google doc for shared refutation and shared evidence of points to then discuss next go round
 - Make justification and demonstrate evidence on progress on #6
 - Timeline: next year's catalog
 - This is a negotiation - executive committee can help establish
 - Pass forward the consensus from grad comm to executive comm
 - Move forward a subcommittee to continue discussion and gather background material
 - No action needed from the committee formally; informally via TS/AS to executive committee with faculty senate to start conversation with provost
 - PG: move it forward as is
 - ARS/EMM draft cover letter of point by point refutation include language about grad comm support of the conditional admit
 - MLH will ask executive committee to look at this and move on this

- Notetaker: Amanda Smith, with help from others as needed. Minutes document posted each week prior to the meeting
- Graduate project manuals work
 - Ad hoc committee?
 - Interested still? Could be tied to PLC?
 - Most recent 2012; individual programs have adapted
 - We want to have standards about level of work vs. tasks prescribed
 - Bring examples next time?

3. New Business

- Catalog Changes
 - Process discussion - handle it in meeting, real time, but for November when many courses will be coming through - similar to Laurie's system
 - Encourage a system of week before the meeting getting review sheet for each course
 - What kind of proposal - new or modification, include outcomes, if 4xx/5xx differentiation included
 - Program changes - check to see if course modifications are included
 - Logistics - divide and conquer - at least 2 people per program proposal; anyone can look at all of them
 - Dirk Freymuth
 - One old request withdrawn 2 years ago
 - New request - change the way of offering 2 core classes; permanent change of temporary design used recently. AND delete 2 concentrations that are not offered.
 - TS: motion; DF - 2nd; PASS (MLH will approve it)
 - Amanda Smith
 - PG: motion; TS: 2nd; PASS
 - Chungfan Ni (RMHC)
 - Change typo of "rehabilitation" in the notes
 - TS: motion; AS -2nd: PASS
 - Elisa Maroney
 - Invite to next meeting and discuss
 - Take a closer look
 - Rob Winningham
 - Next meeting
 - ECE
 - New courses (4)
 - Invite Cindy to come talk about the courses (400/500 courses, look at difference in outcomes between undergrad and grad)
 - HEXS
 - Advanced Programming (477/577)

- Differentiation of undergrad from grad- additional grad requirement of presentations
- TK: motion; TS- 2nd; PASS
 - GLOs not tied to learning outcomes; should be significantly different - does this meet the standard? Is there a standard? No policy set.
- HUM 608
 - Adding course description
 - ARS - motion; TS - 2nd; PASS
- Upcoming catalog changes to be aware of? Process as we go?
- Grad Studies PLC for Writing Assessment
 - Outcomes documents/exit project documents that could be reviewed?
 - Create time in grad meetings to check in and update the full committee for engagement from non-PLC members
 - Could we have different entry points for PLC - if you can't join in fall, can you join in winter? - MLH working on that with Erin.
 - Currently 6 volunteers, still spots available
 - A few members will join for limited terms
 - Thursday morning/once a month - survey still circulating, not set
 - Email MLH if interested
 - Compensation available

4. Ongoing topics of interest, as there is time

- Strategic Plan Alignment
- Shared courses for graduate programs
- Admissions considerations and alternatives
- Distinguish between grad and undergrad, so you can take the undergrad and then graduate

Move to adjourn, 2nd; PASS

- Upcoming Meetings:
 - Third Tuesday of every month at 3:30 in RWEC 106 (please note room change): November 20th, December 18th, January 15th, February 19th, March 19th, April 16th, and May 21st