

Graduate Committee Meeting Agenda

Location: RVEC 107
Date: Tuesday, 16 April 2019
Time: 3:30 - 5 pm

Meeting Minutes from the Past Year:
<https://drive.google.com/drive/folders/0B3tXuiCFGsrrM1Y3WkxEUTMwTHM>

Draft Minutes from February 2019 for your review (March meeting was canceled):
<https://docs.google.com/document/d/1ieFWty3nonz6KEsAH1u0qisrKIC3cAAFYZTn-fV5w-l/edit#heading=h.ps9a9wahfo1n>

1. Welcome and approval of minutes--
2. Driver Education Certificate--Tonya & Aaron East
3. Outstanding Graduate Student Award--Gregory Zobel--Outstanding graduate students selection committee information & request
4. Curriculum Questions for Next Year--
 - Portal Items
 - Questions about switching from campus based delivery, to online / hybrid, to online only
 - Anything we should prepare?
5. Other Business
 - Amanda Smith---How does WOU become an institution that grants doctorates?
 - Discuss 1997 ORS that states that WOU, SOU, and EOU (and OIT?) are MA degree granting institutions
 - the statute from this web page
<https://www.oregonlegislature.gov/bills_laws/ors/ors352.html>:
 - **352.011 Establishment of certain public universities as comprehensive universities.** Western Oregon University, Southern Oregon University and Eastern Oregon University are established as comprehensive universities that offer a full range of baccalaureate programs and graduate programs through the master's degree. [Formerly 352.355]
 - Background on the Ed. D in Interpreting Studies
 - Committee membership and leadership next year ?
 - Updating policies --a focus in the May meeting

Upcoming Meetings:

- Third Tuesday of every month at 3:30 in RVEC 107: May 21st

Commented [1]: adding to minutes:

Ed.D proposal is dead, gone through process. You don't know until you know category--what was pointed to was the ORS, which I would argue doesn't say ONLY. The idea that WOU won't become a research doctorate institution. There will be future conversation with president, provost and other pertinent parties. Worthwhile point to bring here in terms of faculty perspective, our process, conversations, and the idea ...

Commented [2]: As new programs come forward and get academic approval, then we need to set aside money and ask for it and it goes up to the cabinet, that's supposed to be the general framework you can think of, so if you don't have cabinet level support they can turn you down.

Linda: That's phase three, we're stuck in phase two. The original goal for doctorates approved here were ...

Commented [3]: Tad: From LAS, most have no perspective of the graduate mission. Those faculty are overwhelmed with gen ed, science, 30-60-90, and that's not a disruption to most faculty who want to be left alone to teach their students. If they are feeling threatened, anything like this feels like an additional threat. There's no carrot, just stick.

Linda: from my perspective, the DPT is a win-win-wif ...

Commented [4]: Tom: Sustain this university generally. The marketability and the money is a pretty big deal; this is out of the blue from my perspective. It would be interesting to know the process for that. All these things, the reason that REX came to talk to us about several of these things is it's a way of putting us as a whole in a more sound fiscal place.

Patrick: I'm relatively new to WOU and Oregon in ...

Commented [5]: that's where WOU is and will be.

Dave: Are there resources?

Patrick: Why don't all faculty have access to that information? there wouldn't be enough buy-in; I never heard of a university that just had one PhD program, ever, that's not a thing. I think if faculty heard this then there will be less support of the DPT as a stand alone ...

Commented [6]: Tom: Professionally, how we approach this as a committee will influence this as well. Will we have people dig in their heels or look for work arounds.

Tad: I'd like to observe that there are five Tuesdays in this month and ask that we meet again on the fifth Tuesday to get our ducks in a row around what is going on. So that we don't have that discussion after Sue if ...

Commented [7]: Patrick: What's the criteria about professional and research? Who defines this? I think many people would be on board if there were several doctoral granting programs. It appears to display a lot of favoritism, there should be several PhD programs offered, and accepted there might be more appeal to the faculty. The golden child gets everything and the ugly stepsisters don't. What's the criteria? ...

Meets: 3rd Tuesdays, 3:30 p.m.

Representatives: LIB, BS, COE (1), LAS (1) and one representative from each graduate program: MA HIST, MM MUS, MA CJ, MS MIS (BE or CS), MSED, MS IT, MS SE, MAT, MS RMHC, MA IS, MA DHHE

Graduate Students: Up to 2

Ex-Officio (non-voting): Center for Academic Innovation representative, Graduate Studies Office (note taker), Graduate Office Assistant

Committee Chair: Melanie Landon-Hays

Charge

The Graduate Programs Committee includes membership representing each graduate program on campus and serves as an extension of the Faculty Senate on matters concerning graduate curriculum and university admission standards. It makes recommendations to the Faculty Senate concerning a) graduate courses; b) graduate program changes; and c) university graduate policies. In addition, the Graduate Programs Committee serves as an advisory committee to the Director of Graduate Programs. It reviews and decides upon graduate student petitions and advocates for graduate programs at WOU.

Term of Service on this committee is three years, except for ex-officio members.

Committee Member Duties

- Review graduate curriculum proposals in advance of meetings.
- Meet as a committee and discuss each graduate curriculum proposal, then vote to recommend or to not recommend the proposal to Faculty Senate.
- Review and make changes to graduate office policies.
- Update or write graduate capstone exit requirement manuals such as thesis manuals.

Committee Chair Duties

General

- Reserve room for monthly meetings.
- Maintain current committee member roster and report roster to Faculty Senate via the Portal interface.
 - [Roster management directions and links](#)
- Maintain current committee member roster with names, degree programs, email, phone numbers and office numbers; coordinate with the Graduate Studies office to post on their website.
- Maintain committee Moodle shell (if used).
- Prepare agendas (download list of current graduate proposals from Portal) for monthly meeting.
- Distribute agendas to committee members at least three days prior to meeting.
- Respond to questions and requests from committee members (email, phone, or in person).
- Respond to faculty questions and requests regarding committee processes (email, phone, or in person).

GRAD specific

- Invite guests to speak about graduate programs, opportunities and policies.
- Attend Faculty Senate meetings as needed.
- Solicit, collect and forward outstanding graduate student award nominations.
- Invite faculty sponsors (for graduate proposals) to meetings as needed.
- Using the curriculum portal, forward results of meeting to Faculty Senate within 48 hours of monthly meeting to assure timely inclusion of approved proposals on Faculty Senate agenda.

Committee Appointments

- Divisions appoint or elect committee members per division representative list.
- Committee members vote for committee chair; term is one academic year.