

Graduate Committee Meeting MINUTES

Location: Zoom-remote / Date: Tuesday, 17 November 2020 / Time: 3:30 - 5 pm

To see all meeting minutes from last year, please refer to the Google Shared Drive for our committee.

Ongoing Business

1. Members sign the roll call sheet at the end of this agenda
2. New members of the committee: Two graduate students--Monica Cerda-Ortiz and Shion Wakita
3. Approval of October Minutes
 - a. Motion, seconded; approved--unanimous approval

Information Sharing

1. Entering Course Goals in TK20--Melanie
 - a. Comment: Moving forward; make sure to check that the GLOs are there instead of old GLOs or ULOs
2. Graduate PLC--Melanie, November 19th from 1-2 PM, Zoom
 - a. Comments:
 - i. There will be an email coming out shortly
 - ii. Starting on rubrics for applied skills
 - iii. Will brush up on content knowledge ones
 - iv. Thursday afternoons

Discussion Items

1. Fees
 - a. Update on the work group
 - i. Tad--UBAC
 1. BoT Subcommittee meeting discussion on the fees; at an earlier meeting last year, someone proposed adding a tech fee & it made it through
 2. Comment:
 - ii. Hillary
 1. Tad communicated with the BoT. Moving forward: Hilary only wants to give feedback or advice after developing and discussion with the working group (Grad Office staff; 3 Grad Cmte faculty volunteers; 4 grad students representing different grad learning modalities & programs)

DRAFT MINUTES

- a. Developed goals & discussion; reviewed comparative institutional data & WOU's position; WOU is middle to lower range; asked what other data they might need
 - b. Will meet in December; will review & compare how UG and Grad data re: tuition; want to understand/make clear what students see, communication wise, in terms of the tuition data
 - c. Will then give feedback in Jan/Feb to VP of Finance
 - d. Comment: student subcommittee members were most frustrated by the lack/gap of communication
 - iii. Dave---Board of Trustees
 1. Tad did a good job presenting; there are no state statutes about graduate tuition issues unlike where there are many rules around undergraduate tuition
 - iv. Comment/question: how will the tuition/fee be communicated moving forward
 1. Letting students know it will go into effect in the Winter via Grad Office communications
 - v. Comment: The fee is being used for Canvas roll out and to help cover all the things that IFC fees that on-campus student fees normally support
 1. The lack of on campus student fees have been slashed.
 2. Question: is this ethical to have online students pay for things on campus
 3. Comment: to keep basic, fee-funded student services going, the online/tech fees help to
 4. Comment: their projecting to collect \$5 million from the tech fees in Fall and Winter
 5. Comment: they are using the money for a variety of things and not just tech
 6. Comment: it's a lie; deceit, calling it one thing and using it as another
 7. Question: Is there a proactive action step that Grad Cmte can take with the BOT that would have positive change?
 - a. Skeptical that BOT would be open to it
 8. Ongoing commentary about multiple simultaneous narratives about how this went down
 9. Comment: importance of documentation, tracing/tracking the process
 10. Comment: need to improve processes and communication
2. Graduate Studies Committee Representation on other committees--selection ideas? Responsibilities?--whole committee
 - a. Hillary update on conversation with Deans
 - i. Deans did not have concerns with Hillary's proposal
 1. Don't see themselves as needing to be a part of the process

DRAFT MINUTES

- b. Discuss potential process
 - i. Make sure that requests for faculty representing Grad committee are sent Hilary's way and she would funnel it to the Grad committee
 - ii. If other people hear about it, the opening is announced to the rest of the committee
 - 1. In other words, all positions to rep Grad committee need to come to the Grad committee before they are filled
- 3. Stewardship of resources, interest/equity across programs: **Moved to a future meeting**
 - a. Any new ideas?
 - b. Comment: Would like to see a process in place to keep this moving forward but equitable
 - i.
- 4. Role of Graduate Committee in Approving New Programs and Designs
 - a. Process?
 - i. Cmte does curriculum review--that's our official charge.
 - ii. Is there a place for committee to review/approve new programs?
 - 1. Especially given the curtailment culture right now
 - 2. What, if any, role do we have?
 - iii. Comment: Deans are called out in the approval process where Deans are supposed to do the resource/approval review for new programs
 - iv. Question: What benefit do you see in having Grad Cmte to do new program reviews?
 - 1. Comment: Perhaps not just being a rubber stamp
 - 2. Comment: the emergence of DTP raised some questions of what/how the Grad Committee was involved
 - 3. Comment: Curriculum committee does not have rigorous review
 - 4. Comment: Perhaps encourage people thinking about certs/degrees to come chat with committee as they are thinking about it
 - 5. Comment: OL started attending/engaging Grad Cmte to integrate, understand the process--seems like a good model; encourage people to let us know what they're doing
 - 6. Comment: do old/new business on programs, perhaps, so we can understand more about what's being proposed
 - 7. Comment: vetting curriculum committees' work is usually paperwork standards/norms; UG curriculum has some good examples/models for people wanting to propose/create courses and/or programs
 - 8. Question: how can/could the Grad office coordinate people with ideas/brainstorming possible new certs & programs?
 - 9. Comment: Grad Office encourages people she chats with to make sure that they have Division level support
 - a. Does Grad committee support this?

DRAFT MINUTES

- b. Comment: Support for this approach, but to have Grad Cmte work with/help brainstorm, framing, etc.
 - c. Comment: the informal work could eventually segue into a reviewing committee to help in more formal roles future
 - d. Comment: this could link into efforts to think about/discuss emergence on Graduate School
 - b. Demonstration of division and college level vetting?
 - i. This is done by the Deans as part of the curriculum approval process
- 5. Accelerated Master's Program---Dave Foster & Misty Weitzel
 - a. Misty willing to work with/help Dave with the proposal for GSC on November 17th
 - b. Shared screen: Proposed Revisions to Academic Regulations G-8 & W-1 [it's in Grad Studies folder drive]
 - i. Seeking approval of the changes so this can move on to Faculty Senate
 - ii. Review of multiple documentation changes; see document for specifics
 - iii. No issues from Registrar's or Grad Director's perspective
 - iv.
 - c. Comments/Questions
 - i. Question: should AUMP be added to the 500 level courses
 - 1. Farther up
 - ii. Comment: general frustration with the course numbering system; adding more layers/complexities creates confusion
 - iii. Comment: agreed that we need a deeper dive into the numbering system
 - iv. Comment: 500 level is usually masters; 600 level is usually doctorate
 - v. Comment: 500 level courses + a special 400 level course #/title for UGs taking masters level courses
 - vi. Question: how much time might be involved in developing the course numbering review/change/proposal? Is it possible to do this before the end of the year?
 - vii. Comment: Dave will move forward with his AUMP proposal, but is happy to also work changing the numbering system.
 - viii. Comment: PLC is a good place for this discussion
 - ix. Clarifying question: because these are academic regulation, as opposed to policy, does it follow the same process and funnel to Faculty Senate.
 - 1. Comment: we want FS to endorse this change to be in accord with shared governance
 - 2. Comment: it could take 1-2 years for this to fully move forward
 - x. MOVE to approve the proposal forward to FS; seconded
 - 1. Unanimously passes
- 6. Transfer Credits--Denise-- **Moved to a future meeting**
 - a. Ratios rather than credit caps?--Denise
 - i.
 - b. Individual petitions? for unique situations
 - i.

DRAFT MINUTES

- 7. Policies for consideration in upcoming meetings---Melanie / Amber: **Moved to a future meeting**
 - a.

Curricular Work (to commence at 4:30 PM, committee work not completed prior to 4:30 will be moved to the December meeting)

- A. **Request: since there's no December meeting, can we address things via email?**
 - a. Pretty unanimous support
- B. Program Proposal: MAT
 - a. Brief explanation of changes
 - i. Replace 609 with 614
- C. Theater: taking off the prerequisite
 - a. Grad students don't need an UG prerequisite--removing it from the 500 level
- D. CSE 625
 - a. Clarification about course's age
- E. Pettenger course:
 - a. No questions
- F. HEXS: EXX 577
 - a. Wanting to offer 477 as a grad course 577
 - b. Says it's part of an AUMP, but the course is coming through solo without the AUMP
 - i. Okay to leave in cue and wait for the rest of the AUMP package/documents
 - ii. Until there's a program that a graduate course can be applied to, grad courses can't be proposed or make it through
- G. DROP MUEN; name changes
- H. **Motion to approve all the courses PLUS c10483 & c10484 except for HEXX course**
 - a. **Motion passes unanimously**

P10403 NOTES	Teaching, Initial Secondary Licensure Track, M.A.T. (Major)	Major (modify)	Melanie Landon-Hays	Education and Leadership: Master of Arts in Teaching	Graduate Committee: Sent: 2020-11-04 13:48:30.
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Courses to Review

DRAFT MINUTES

C10233 NOTES	TA 557 Advanced Directing New: Directing II	Modify: Title	Michael Phillips	Creative Arts: Theatre/Dance	Graduate Committee: Sent: 2020-09-03 19:09:55.
C10319 NOTES	CSE 530 Desktop Publishing and Presentations	Drop	Gregory Zobel	Education and Leadership: Master of Science in Education: Information Technology	Graduate Committee: Sent: 2020-11-11 11:21:35.
BULK1036 0 NOTES	MUEN (name)	Modify	Diane Baxter	Creative Arts: Music	Graduate Committee: Sent: 2020-10-16 12:13:08.
C10376 Notes	CSE 625 Creating an Internet Website New: Curating & Maintaining an Online Identity	Modify: Course goals, Description, Title	Gregory Zobel	Education and Leadership: Master of Science in Education: Information Technology	Graduate Committee: Sent: 2020-11-11 12:30:50.
C10402 NOTES	ED 609 Practicum New: ED 614	Drop / Replace	Melanie Landon-Hays	Education and Leadership: Master of Arts in Teaching	Graduate Committee: Sent: 2020-11-04 13:57:27.
C10477 NOTES	PS 594 Human Rights	New	Mary Pettenger	Social Sciences: Political Science	Graduate Committee: Sent: 2020-11-10 13:40:38.
C10459 NOTES	EXS 577 Advanced Programming for Sport & Fitness	New	Jeffrey Armstrong	Health and Exercise Science: na	Graduate Committee: Sent: 2020-11-16 09:12:39.

Attending the Zoom Call

Roll Call: All representatives were present.
Also in attendance:

DRAFT MINUTES

Program	Representative Name	Please mark or type your name in this column if you are here...
Library	Robert Monge	Robert Monge
College of Education (at large)	Brandon Claggett	<i>Brandon K Claggett</i>
LAS (at large)	Elizabeth Swedo	Elizabeth Swedo
Music	Kevin Walczyk	Kevin Walczyk
Criminal Justice	Misty Weitzel	
Information Systems	Thaddeus Shannon	<i>Tad Shannon</i>
MSED	Adele Schepige	<i>Adele Schepige</i>
MSPED	Kate Hovey	<i>Kate Hovey</i>
MAT	Melanie Landon-Hays	<i>Melanie Landon-Hays</i>
MS RMHC	Denise Thew Hackett	<i>Denise Thew Hackett</i>
MA IS	Amanda Smith	ARSmith
MA DHHE	On hiatus while program is reconfigured	
Educational Technology	Gregory Zobel	gz
Organizational Leadership	David Foster	<i>David Foster</i>
Graduate Student Representative	Monica Cerda-Ortiz	
Graduate Student Representative	Shion Wakita	Shion Wakita
Ex-officio	Hillary Fouts, Graduate Dean	Hillary Fouts

Upcoming Meetings:

- Third Tuesday of every month at 3:30 / Location: ZOOM for Fall
- **Dates:** November 17, January 19, February 16, March 16 (but maybe not, this is Finals week), April 20, May 18