

Graduate Studies Committee Meeting Minutes January 19th from 3:30-5:00 PM

Minutes from last meeting (November 17, 2020):

<https://docs.google.com/document/d/1bmrQMyv77KuOVOAFRjyGsdApYRYealtLkkgVoibNY0/edit?usp=sharing>

Move to approve; seconded; approved.

Agenda Items:

1. **Attending:** Robert Monge; Brandon Claggett; E. Swedo; Misty Weitzel; T. Shannon; Adele Schepige; Kate Hovey; Melanie Landon-Hays; Denise Thew-Hackett; Gregory Zobel; David Foster; Monica Cerda-Ortiz;
2. Ex-officio: H Fouts; A Deets; K Larson
3. Visitor: Chloe Hughes; Jeff Armstrong

4. **Denise:** Co-chair news and update.
 - a. Denise will be starting as DSPS chair as of April; will be stepping down in April as co-Chair of Grad Cmte
 - b. Can take nominations now or at the end of the meeting;
5. **Melanie:** Planning for February meeting---invitation to Sue Monahan to talk about scheduling formula, as well as Salem Campus.
 - a. Will take place shortly after the Shared Governance presentation Sue will be giving; this will allow for us to offer follow up questions or if you have questions about the new scheduling formula.
6. **Chelle Batchelor:** Announcement about Circle In App.
 - a. Today is the launch date for CircleIn
 - i. CI backed by NSF
 - ii. Developed so that students can work and study together
 1. App works on phone and computer
 - iii. Time management tool: work flow in the app
 - iv. Will it be linked through the Portal?
 1. They can add it as a channel
 - v. Follow up: still figuring out if it can be integrated into Canvas
 - vi. Will faculty be able to see all the students' work and chats?
 1. All student conversations become visible to faculty member teaching the class
 - a. Teachers can filter down to specific days/times
 2. Students are made aware that their teachers can see the chats/content; it's to help cover CircleIn so that the tool cant be used for cheating
 3. Accessibility: checking to see how to make interpreters are available

4. Question: Do student health & counseling have access? Can they potentially do counseling there?
 - a. Not sure how to do that since CI is connected to courses and FERPA requirements.
 - b. Needs to look at that as a possibility
 5. Question about FERPA and having sections from different sections of the same course working together
 - a. Amy Clark is the FERPA expert
 6. Faculty, students, and tutors have all been notified
 7. There are two resources for faculty
 - a. Faculty hub to learn about using/working with CI
 - b. Faculty dashboard is so you can see what's happening with CI
 - c. Tech problems can be reported directly to CI; they are managing technical issues
 - d.
7. Transfer credits: **Hillary and Denise.**
- a. <http://pdx.smartcatalogiq.com/2019-2020/Bulletin/Graduate-School/Enrollment/Prere-admission-and-transfer-credit>
 - b. <http://pdx.smartcatalogiq.com/en/2019-2020/Bulletin/Graduate-School/Enrollment/Residency-requirements>
 - c. Discussion:
 - i. Larger view: each program has different credit requirements, but the transfer cap of 15 credits has varying impacts on different programs depending on the number of required credits
 1. WOU has an average amount compared to other institutions
 - ii. There are also other models out there where the amount of credits transferred in are a proportion of the total degree not a fixed number count
 - d. Specific example:
 - i. Denise's program is required to have 90 credits; that is the amount of credits required by the accrediting body.
 - ii. If students transfer in from other institutions, the transfer capped in is 15 credits--some students may need to repeat courses or retake courses if they transfer in from another institution
 - iii. Proportional would make a more attractive transfer
 - iv. How many students is this impacting
 1. Perhaps 10-15%
 - v. Perhaps framing/reworking language around the transfer policy
 - vi. Elsewhere, it's been $\frac{1}{3}$ transfer in max to $\frac{2}{3}$ at home institution
 - vii. Some support for this as well;
 - viii. In order to make it in catalog, when would it need to be approved by?
 1. February: nobody is sure of the exact date
 2. It does have to be approved by Faculty Senate

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- ix. So, if we had a proposal we voted on at our Grad Studies Committee on February 16th, it would make it to the senate agenda as new business for the February 23rd meeting and would make the deadline for old business on March 9th. So we are safe waiting until our February meeting to propose a formal transfer credit policy.

(If we have time before Amy Clark gets to our meeting. If not, we'll move these two items to February--Amy was caught in Curriculum Committee)

8. Hillary: Update on IFC, fees, and graduate tuition and fees advisory committee work.
9. Committee: Increasing opportunities for graduate student involvement.

(Amy Clark arrives 3:45 PM)--not able to make meeting; still in Curriculum Committee as of 4:04 pm

10. Committee: Curriculum proposals---review, questions, approvals, etc. (all proposal in the queue are listed on the next pages)
 - a. **See notes below**
 - b.
11. David and Misty: Review of the Accelerated Masters Program
 - a. David presents an overview of AUMP
 - b. Misty presents on how AUMP links in/supports the changes in the CJ grad program
 - i. With this, undergraduates will be able to take some graduate courses in their final year, it will help prepare them for entry into the graduate program
 - ii. AUMP would also support/connect to the juvenile justice certificate as well
 - iii.
 - c. Discussion items:
 - i. **Comment:** potentially help create a guide or support to help other people move forward as they develop graduate level programs
 - ii. **Comment:** Clarifications around policy for non-AUMP students who are interested in graduate level courses
 - iii. **Comment:** Changes we've made to 500 & 600 level seems like a short-term solution for now; be aware of policies
 - iv. **Comment:** there's an AUMP process form that A Clark has, but it's not clear on where/to whom that AUMP form goes to
 1. Anyone have any insights on this?
 2. Very few people even know about the AUMP form
 3. Unclear on who or what have to be contacted to make this happen
 4. Comment: would be nice to see this in the Curriculum portal
 - v. **Comment:** policy is what has to go through all groups; processes, as long as they follow policy and don't go against policy
 - vi. **Question:** have Brandon and Jeff seen the AUMP form that was mentioned
 1. They were never made aware of the form

- 2.
- vii. What types of gatekeeping / mentoring / support should the committee provide for these proposals?
 1. Put AUMP form on the graduate page
- viii. What types of materials would the committee like to see from those making proposals?
 1. **Comment:** want to be clear that AUMP has clear admissions piece addressed
 2. **Comment:** how might this increase graduate advising load
 3. **Comment:** want to see a syllabus
 4. **Comment:** some programs still need 500 level courses; others want to use 600 level courses
 5. **Comment:** it is unfair to evaluate courses as to whether they meet graduate level work or not when the Graduate Committee has not clearly distinguished what amounts to visions of graduate level work, graduate faculty level work
 6. **Comment:** there needs to be clearly stated criteria in order to meet the 500 or 600 level of courses; this connects to some of the challenges we've had with 400/500 level courses
 7. **Comment:** perhaps develop graduate level courses and then figure out how to make an undergraduate version of the course
 8. **Comment:** with AUMP, don't see the need for 500 level courses when they could take a 600 level version of the course
 9. **Comment:** or use 500 level just for Masters classes only and then get rid of slash courses; have clearly defined break between UG and Grad
 10. **Comment:** important to remember that grad courses often don't make as Grad alone, so 500 allows students to take their courses
- ix. Motion to extend until 515; seconded; approved
 1. **Comment:** Motion to creat ad hoc committee to look at these issues: Tad, Misty, Melanie, David
 2. **Comment:** don't let process uphold other AUMP things moving forward
- x. Motion to extend to 530 so Jeff & Brandon can share their program; Jeff presented on their program
 1. Designed program to help students be more competitive in the job marketplace; not just training but also adding a wellness component
 2. Making it practical for students to get experience and less costly to university
 3. Help students have more and broader skills; trying to add in entrepreneurial component
 4. Adding in Life coaching and health coaching aspects to make them more marketable

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5. Bringing in Interdisciplinary Graduate Courses
 - a. Like OL, Psychology, Gerontology
 - b. This could help fill other classes in order departments
 - c. Class size could vary
6. **Comment:** room for UG electives; to be taken
7. **Comment:** it appears to be a revision of the current BS, but not the AUMP
8. **Comment:** basis of AUMP is you allow grad classes to be taken by UGs that will be applied to a graduate degree
9. **Comment:** discussion about what an AUMP is
- 10.

Curriculum approvals

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- Move to **approve program changes** (not OL); seconded: unanimously approved.

PROGRAM CHANGES

- Move to postpone discussion on OL courses by David who proposed them.
- SPED program changes have been tabled until the next meeting

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| P10403 | <u>Teaching, Initial Secondary Licensure Track, M.A.T. (Major)</u> | Major (modify) | Melanie Landon-Hays | Education and Leadership: Master of Arts in Teaching | Graduate Committee: Sent: 2020-11-24 21:09:16. |
| P10490 | <u>Special Education, M.S.Ed. (Major)</u> | Major (modify) | Katrina Hovey | Education and Leadership: Special Education | Graduate Committee: Sent: 2020-12-17 13:22:46. |

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| P10491 | <u>Special Educator I Endorsement (Major)</u> | : Credit hoursMajor (modify) | Katrina Hovey | Education and Leadership: Special Education | Graduate Committee: Sent: 2020-12-17 13:26:49. |
| P10492 | <u>Special Educator II License (Major)</u> | Major (modify) | Katrina Hovey | Education and Leadership: Special Education | Graduate Committee: Sent: 2020-12-17 13:28:02. |
| C10402 | <u>ED 614 Practicum</u> | New: Number | Education and Leadership: Master of Arts in Education Leadership Analysis | Graduate Committee: Sent: 2020-12-17 13:20:11. | |
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COURSE CHANGES

OL courses will be addressed in the next meeting by request from Dave who submitted the courses.

SPED course vote has been postponed

History Courses:

- Comment: Syllabi seem to be using the old GLOs not the new GLOs
- Response: they should all feature the new GLOs
- Motion to approve HST course modifications; seconded; approved

Chemistry:

- Not able to get hold of Patty
- Questions/Comments: none
- Motion to approve LIB course modifications; seconded; approved

SPED:

- Hovey explains reasoning
- Double check with Amy Clark to see about proper order for submitting changes for courses and program?
- Motion to table SPED program and Course changes until next meeting so that Hovey can make the changes; seconded; approved
- Comment: Program changes to change catalog copy; course modifications support the changes made in the program changes

PS:

- Modified Prerequisites for 3 courses
- Motion to approve PS course modifications; seconded; approved

LIB:

- Dropping the prefix; they are legacy and they do not use
- Motion to approve LIB course modifications; seconded; approved

INT:

- Modifying course goals & description
- Motion to approve LIB course modifications; seconded; approved

Notes:

Armstrong:

- Part of an emerging graduate program; more activities and not just writing a paper;
- They are proposing a new AUMP
- Comment: their AUMP is kind of a test case for Graduate Committee on how to handle AUMP review
- Question/comment: figuring out the difference between 400/500 level syllabi has never been fully determined before, or it seemed to change
- Question: is this attached to an existing program: the 400 level course is attached to a program; the 500 level course is not currently attached to a program
 - Several people have this question
- The program has not gone yet to HECC
 - Program has to be approved by HECC
- Motion to postpone voting on EXS 577 until there's a graduate program under consideration by the Grad Committee to which it can be attached;
 - Seconded

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| C10444 | <u>HST 554 History of the Caribbean</u> New: <u>History of the Caribbean</u> | Modify: Course goals, Description, Title | Ricardo Pelegrin Taboada | Social Sciences: History | Graduate Committee: Sent: 2021-01-10 14:31:46. |
| C10446 | <u>HST 553 Pre-Columbian and Colonial Latin America</u> | Modify: Course goals | Ricardo Pelegrin Taboada | Social Sciences: History | Graduate Committee: Sent: 2021-01-12 16:07:10. |
| C10459 | <u>EXS 577 Advanced Programming for Sport & Fitness</u> | New | Jeffrey Armstrong | Health and Exercise Science: na | Graduate Committee: Sent: 2020-11-16 09:12:39. |
| C10493 | <u>SPED 635 Neurodiversity: Teaching Learners with Specific Neurological Conditions</u> | Drop | Katrina Hovey | Education and Leadership: Special Education | Graduate Committee: Sent: 2020-12-17 13:31:06. |
| C10532 | <u>PS 554 Public Personnel Administration</u> | Modify: Prerequisites | Earlene Camarillo | Social Sciences: Political Science | Graduate Committee: Sent: 2020-12-21 19:51:51. |
| C10552 | <u>HST 582 America and the World Wars</u> New: <u>United States 1914-1945</u> | Modify: Course goals, Description, Title | Kimberly Jensen | Social Sciences: History | Graduate Committee: Sent: 2020-12-18 13:07:39. |
| C10556 | <u>PS 555 Public and Nonprofit Management</u> | Modify: Prerequisites | Earlene Camarillo | Social Sciences: Political Science | Graduate Committee: Sent: 2020-12-28 09:17:06. |
| C10558 | <u>PS 566 Governmental Budgeting</u> | Modify: Prerequisites | Earlene Camarillo | Social Sciences: Political Science | Graduate Committee: Sent: 2020-12-28 09:15:15. |
| BULK10575 | <u>LIB (drop)</u> | Modify | Jeanne Rockwell-Kincanon | Library: na | Graduate Committee: Sent: 2020-12-11 11:39:36. |
| C10651 | <u>CH 551 Biochemistry II</u> | New | Patricia Flatt | Natural Sciences & Mathematics: Chemistry | Graduate Committee: |

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| | | | | | Sent: 2021-01-12 11:26:29. |
| C10743 | <u>INT 635 Action Research: Translation and Interpretation</u> New: <u>Qualitative Methods</u> | Modify: Course goals, Description, Title | Elisa Maroney | Deaf Studies and Professional Studies: Masters of Arts: Interpreting Studies | Graduate Committee: Sent: 2021-01-06 12:39:45. |
| C10758 | <u>HST 597 Islam in Africa</u> New: <u>History of Fascism</u> | Modify: Course goals, Description, Title | Patricia Goldsworthy-Bishop | Social Sciences: History | Graduate Committee: Sent: 2021-01-13 19:23:29. |
| C10839 | <u>HST 555 South America Since Independence</u> New: <u>Modern Latin America</u> | Modify: Course goals, Description, Title | Ricardo Pelegrin Taboada | Social Sciences: History | Graduate Committee: Sent: 2021-01-10 22:03:23. |