

Graduate Studies Committee Meeting Minutes March 16 from 3:30-5:00 PM

Minutes from the February meeting:

<https://docs.google.com/document/d/14vumKRZVTsHPRBL6exfl747DvUrN3VpvuDzEZwfM5d8/edit>

Agenda Items:

1. *Sue Monahan*: Scheduling Formula, as well as Salem Campus (needs to leave by 3:50 PM)

Scheduling system: It doesn't impact graduate programs very much. Undergraduate scheduling is impacted more. COE graduate programs worked with Tiffany and Mark, LAS - CJ and OL. Next fall offering fewer sections in different areas due to reductions (article 15)

- Salem- SPED, Rehab Counseling
- Furniture arriving
- Renovations still in progress
- 1-10 p.m. opening the fall M-F
- Talk to Sue if you want to offer a class there.

Q: Melanie: Caps on graduate classes to make it run. How do you balance?

Grad class sizes are typically smaller than Undergraduate.

Conversation with Deans on graduate class sizes. Sue does not cancel graduate classes based on size.

Q: Adele: How do you determine what counts for Salem campus? Example of SPED program and their opportunities to meet in district buildings.

Sue: There are only WOU students, operating at class level in terms of tracking what students are utilizing the Salem classes and typical class sizes. As we get better developed, my sense is that we will have a more cohesive set of Salem programs and be able to identify those Salem students. We need to be in the building.

Adele: I think the confusion is when some classes are typically offered in Monmouth, how does the counting belong? Are they really Salem students or is there a number for how we assign them so that we can count them for Salem numbers.

Sue: With SPED, I didn't know they'd be between campuses. With Rehab and Counseling, they will have spaces offered in the Salem space. I think the ambiguity is because we're in this transition. I think it will get clearer.

Kate: When we first started in 2017---we used SK campus libraries because the district was letting us use them for free. We were at WESD the year of the pandemic, 19-20 year and there was talk of transitioning into the Salem space. Beginning fall 2021, we will hold synchronous online class instead of holding typical face to face nights. Thus, we do not expect to need Salem classroom space.

Sue: Those evolutions are what I'd expect at a time like this. We continue to claim as Salem courses those courses that have been with us and we'll stop doing that. The whole point is to figure out what works best for students.

2. *Melanie*: Update on proposals that passed through faculty senate, as well as curriculum
 - Three proposal passed in FS and will make it into catalog
 - $\frac{2}{3}$ cr ratio for transferring in
 - Do not need to pay for official transcripts until they are admitted
 - Grad students can take 12 cr in summer - starting summer 2021

3. *Hillary*: IFC---fee for graduate students. Flat fee will be charged in Spring Term.
 - IFC fee amount is decided by students. IFC voted to have a flat fee that was higher for online. Grad students were not involved in the process, not given an opportunity to have their voices heard. IFC then included grad students winter 2021. Second chance - grad students part of process, grad students will have a fee in spring term 2021.

4. *Graduate Office*: AUMP Presentation
 - a. Systems
 - b. Website - soft launch this week, <https://wou.edu/aump/>
 - c. How to apply, where to direct students (FAQ page exists)
 - Note- a student who completes a graduate certificate while an UG while being in the AUMP need to be officially admitted for that certificate to count as a graduate Certificate.
 - There are four AUMPs ready and on the website.
 - A How to for faculty page available- How to participate in AUMP.
 - Must UG paired with Masters.
 - Crosswalk important to do- see example on website
 - Melanie- how does this work through the curriculum committee Structures? Applying for AUMP doesn't have to go through curriculum process. Maybe we should be announcing them at FS so that faculty know these are being established. Try for April meeting.

AUM Pathway- please use that term. Not a program. A Pathway.

Tad: marketing opportunities to UG in spring to do this.

Amber - already starting to get ready for this.

Tad - need to get UG-Grad advisors ready to help with this

Amber (chat) - share in our division meetings

Hilary- perhaps have UG go straight into Grad programs rather than into the labor market- given conditions of pandemic

5. *Committee*: Explore graduation options---Hooding Ceremony? Virtually?
 - Will there be any in person graduation ceremony
 - What do we hear?

Kate - her students want something. Even her cohort could meet in a park
A drive through ceremony?
Present them with a gift?
They could have their hoods already. (students get email info and order thru
bookstore)
Students want photo opportunity. Formal photographer will be there.
Last year's graduates would get an invitation.
Students want faculty there.
Need a graduate rep on the WOU graduation committee.

6. Curriculum Proposals to approve. *Proposals updated at 3:00 PM on March 16, 2021.*

Kevin H: WOU wanted to drop the program. Not provided with much information as to why. Possible 56k cost but no data provided. Have been told program will be dropped and no way To change that. Credit breakdown with financials info shared. Only 12 cr hours that add expense are the core classes. Music is not in favor of dropping. Wants to rearrange a few of the 12cr classes. Has 7 students in it now.

Tad: Table it until someone can come to explain the drop reasons. RW is proposer.

GZ: Faculty have not proposed this.

Motion to table (Tad) and second (GZ: Vote: all approve)

MSED: only learning outcomes approved

Music: slash courses that were accidentally removed in undergrad program curriculum last year. Reinstating approved

Amanda- adding a slash course

Tad, Elizabeth- approved

MSEd change to RP grade Tad, Amanda approved

Amber: Note that RP grades cannot be extended like Incompletes

GZ- perhaps we can get a position description for the Graduate Studies Committee chairperson.

Melanie- note that PLC and chairing are two different positions.

Tad - what should happen between faculty and administration when administration can cause a program to cease to function without cancelling it? Such as History MS years ago. Put it on the shelf?

Meeting ends: 4:50 p.m.

Notetaker: Adele

PROGRAM CHANGES

P13960	<u>Contemporary Music, M.M. (Major)</u>	Program (drop)	Rob Winningham	Test Division: University Housing	Graduate Committee: Sent: 2021-03-06 09:42:37.
P13971	<u>Reading, M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:34.
P13974	<u>Curriculum and Instruction, M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:15.
P13976	<u>Elementary Mathematics Specialist (K-8), M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:15.
P13977	<u>Interdisciplinary Professional Studies, M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:15.
P13978	<u>Literacy Education, M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:15.
P13979	<u>STEM Education, M.S.Ed. (Major)</u>	Program (modify)	Adele Schepige	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-11 14:48:15.

COURSE CHANGES

BULK13919	<u>MUE (credits)</u>	Bulk	James Reddan	Creative Arts: Music	Graduate Committee: Sent: 2021-03-10 21:53:51.
C13945	<u>ASL 465 Black Deaf Culture</u> <u>New: ASL 565</u>	Course Modify: Number	Lyra Behnke	Deaf Studies and Professional Studies: ASL Studies	Graduate Committee: Sent: 2021-03-08 10:20:21.
C13948	<u>ED 607 Seminar</u>	Course Modify: Rp	Rachel Harrington	Education and Leadership: Master of Science in Education	Graduate Committee: Sent: 2021-03-08 21:43:25.

Attending the Zoom Call

Program	Representative Name	Please mark or type your name in this column if you are here...
Library	Robert Monge	
College of Education (at large)	Brandon Claggett	<i>Brandon K Claggett</i>
LAS (at large)	Elizabeth Swedo	<i>Elizabeth M. Swedo</i>
Music	Kevin Walczyk	Kevin Walczyk
Criminal Justice	Misty Weitzel	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	Amanda R Smith
MA-DHHE	On hiatus while program is reconfigured	
Educational Technology	Gregory Zobel	
Organizational Leadership	David Foster	<i>David Foster</i>
Graduate Student Representative	Monica Cerda-Ortiz	
Graduate Student Representative	Shion Wakita	
Ex-officio	Hillary Fouts, Graduate Dean	Hillary Fouts
Visitors:		

Upcoming Meetings:

- Third Tuesday of every month at 3:30 / Location: ZOOM
- **Dates:** April 20, May 18