Minutes
Graduate Council Meeting

Friday, November 12, 2010 1:00-2:30 PM
Haggerty Administration Building, Room 703

Present: Stella Deen, Chair, Karen Bell, Presiding Officer of the Graduate Faculty, Inge Anema, Larry Fialkow, Matthew Friday, Dan Kempton, Rosemary Millham, Andrea Noel, Narcyz Roztocki, Rose Rudnitski, Gweneth Lloyd, Jan McLaurin, Bernadette Morris, Vika Shock.

1. The minutes of the meeting of October 22, 2010 were approved unanimously.

2. Announcements
   o Stella gave a report on the initial meeting to draft a comprehensive plan for increasing graduate enrollment. The work is ongoing. A study of the times that graduate courses are offered here revealed that the largest decrease in graduate student enrollment has been in part-time students. This issue, among others will be researched further.
   o EOP students learn about Graduate School. Vika made a presentation on choosing a graduate school to 60-70 EOP freshmen. It was very well-received. Vika will hold a similar session this spring for sophomore, junior, and senior EOP students.
   o A graduate student exit survey and decliner survey has been launched with the help of Institutional Research.

3. Old Business
   a. Continued Registration policy: should currently delinquent students be allotted a grace period of one semester? Dan Kempton requested a one semester grace period for this coming spring until the department can implement a process that ensures that students are informed of the additional cost before they register. This cost is incurred if they fail to successfully complete the comprehensive exam or a thesis. Registrar Bernadette Morris will initiate a trigger that informs students that they cannot take xxx599 again, and must register for continued registration (xxx799) instead.
   b. Matriculation letter requiring a deposit to hold an applicant’s place (tabled)
   c. The role of the Graduate Council in the Middle States review; addressing declining graduate enrollments in the Middle States self-study (tabled)

4. New Business
   a. Review and Approval of Curricular Proposals from Secondary Education
Program Revision Proposals


The goal is to reinstate suspended programs.

Secondary Education and related content departments researched other universities and their requirements. They revised the programs so that students could finish the program in a timely fashion.

This is an inter-college plan. It makes our program more attractive in light of our competitors.

Jan McLaurin expressed concern that the number of credits is too large.

The proposal also needs a rationale for the number of credits in the discipline. The people in the disciplines requested this number of credits because they have not had enough time to revise their undergrad programs to prepare students for the MAT.

The proposal also lacks a rationale for why the people in English and SS require more content credits. There is a different amount of disciplinary preparation across the programs.

Typos on pages 6, 10 and 14, and 16 were pointed out. Some of the credit numbers seemed incorrect and required explanation.

A strong recommendation was made that serious consideration be given to beginning the program in the summer so that it would be a one year, three month program.

The Council voted in favor of a motion to approved the revised program, (from Jan McLaurin and seconded by Bernadette Morris), pending revisions, with the strong recommendation that the program be started in the summer.

b. Review and Approval of Curricular Proposal from Engineering

New Course Proposal
EGE 533: Introduction to Parallel Computing (blended format)
The following concerns were expressed:

- Course is basically the same in online format as seated.
- What will the nature of online participation be and how will it be evaluated?
- How will the students present the online presentation?
- Proposal needs more than just the rubric for the research project in its evaluation plan. For example, there is no rubric for the online presentation.
- Overall class participation should have a rubric.
• How will the instructor monitor the online participation?
• The catalogue description has periods where commas should be. Part I number 3
• To what resources is the proposal referring as adequate for the course? How did the proposer ensure that they were?
• What is the rationale for substituting the paper for an exam?
• Please change the Tuesday-Friday configuration on the syllabus to an online format.

As a result of this discussion, the Council decided that we will post exemplars on Blackboard for people who are proposing courses and programs.

Motion made by Andrea Noel and seconded by Ro Milham to request resubmission addressing the issues above. Motion passed unanimously.

As a future agenda item, Grad council will offer a forum or workshop on best practices in online teaching.

Submitted by Rose Rudnitski