Graduate Programs Committee

**Minutes of February 13, 2020**

LRC 224

 3:10 - 5:00 PM

Present: M. Romero, F. McCormick, M. Jennings, M. Klett, L. Eckert, L. Larkin, K. Teeter, K. Smith, M. Moore

Absent: B. Beavers, M. Strahan

Guests: None

1. Approval of Agenda – Klett/Jennings- **Approved**
2. Approval of Minutes – January 23, 2020 – Klett/Larkin– **Approved**
3. Dean’s Report (Lisa Eckert, Dean of Graduate Education and Research) – L. Eckert reported the following: (1) **The Director of Graduate Enrollment, Management, and Marketing position has been posted.** This person will be responsible for promoting programs, organizing graduate fairs, developing marketing strategies and tools, serving as a global campus liaison, and working with program directors to develop better and nuanced ways for increasing enrollment. GPC members are encouraged to meet with prospective candidates when they come to campus to interview for this position. (2) **A grant coordinator position was recently approved by the Board of Trustees.** This person will reside in the Graduate Education office, report to Lisa Eckert, and be involved with writing grants and offering support to grant writers. The grant coordinator’s primary responsibility will be to work on the rural health initiative. The job posting will be available within the next few weeks. (3) **Lisa provided samples of stickers, magnets, and other marketing products that will be distributed in March at the National Council on Undergraduate Research Conference in Montana.** In addition to Lisa Eckert, Lindsay Haukkala, Program Coordinator for the McNair program and four faculty will attend the conference. (4) **On February 13, Lisa presented information on enrollment numbers to the Board of Trustees.** When considering summer admissions, enrollment numbers are up by 10%. (5) **Lisa provided an update on the Early Assurance program (partnership with Finlandia University).** Nineteen students from a variety disciplines will be coming on-campus for a visit on February 20. Program directors may receive a request from Janelle Taylor to meet with a student. (6) **On Wednesday, February 19, Lisa will attend a day-long summit for graduate programs.** One of the purposes of the summit is to hold discussions about strategies and options for readmitting adult learners, specifically non-completers – graduate students who completed coursework in the past (over seven years ago) but did not complete their degree. (7) **Possibilities for the HESA program are currently being discussed and include program suspension or revision.** If revised, the program may become interdisciplinary and reside within the Graduate Education office. A program proposal for either revision or suspension, is expected to be sent to GPC by late February. Once received, Frankie McCormick, Mike Strahan, and Lisa Eckert will review the proposal and discuss it at the next GPC meeting.
4. Chair’s Report (Frankie McCormick) – Frankie reported the Business 4+1 and Computer Science programs passed in the Senate and the Psychology program revisions are currently being reviewed by the Senate.
5. Graduate Student Representative Report (Bethany Beavers) – No report. Bethany will be unable to attend meetings this semester due to a scheduling conflict. Students who are members of the Graduate Student Association or ASNMU are eligible to attend GPC meetings. Up to two students may serve as student representatives on the committee.
6. GPC Business
	1. Faculty (Members 2019 - 2020: M. Klett, M. Strahan, M. Romero, M. Moore)

Graduate Faculty Applications – Klett/Teeter - **Approved** – GPC approved four applications for graduate faculty status.

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| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Burr | Sandra | English | 3 |  | 8/1/2019 |  |
| Fang | Lin | Psy. Sci | 3 |  | 8/1/2019 |  |
| Smith | Kristen | Nursing | 3 |  | 8/1/2019 |  |
| Wuorinen | Elizabeth | HHP | 3 |  | 8/1/2019 |  |

* 1. Curricular items (Members 2019-2020: entire GPC membership)
1. Biology Course Proposals – Romero/Jennings – **Approved**
	* 1. BI 415 Evolutionary Analysis
		2. BI 446 Genomics
		3. BI 469 Wildlife and Fish Population Analysis – GPC recommends adding course objectives that are specific to graduate students.
2. PhD Proposal Update
	* 1. SELPS and Graduate Education – PhD in Rural Leadership (ROAR)
			1. GPC subcommittee members have been meeting regularly with SELPS and graduate education to discuss revisions for the ROAR proposal. The most recent meeting took place on February 7. One of the suggestions for revision is to offer two tracks, an Education Specialist degree and a PhD.
			2. L. Eckert provided a draft of suggestions for future policy/procedures related to PhD programs. This document can be used as a framework to facilitate basic requirements for PhD programs (sample admission criteria, GPA and dissertation/doctoral committee requirements, faculty compensation, etc.). Lisa also recommended using the Australian Qualifications Framework when developing program outcomes for new PhD programs. The Australian Qualifications Framework provides a broad framework for defining learning outcomes in PhD programs. This framework was used to develop program outcomes for the ROAR proposal.
			3. GPC subcommittee members will continue to meet with ROAR faculty and Graduate Education to work on the proposal. The next draft must be submitted to GPC on or prior to March 9 for further review and a possible vote on March 13.
		2. HHP – PhD in Kinesiology and Exercise Science -
			1. GPC subcommittee members have been meeting regularly with HHP faculty to discuss revisions for the proposal. The most recent meeting took place on February 6. A conversation ensued regarding the following items suggested for revision in the proposal: lowering the course number for current 800-level course, Navigating the Professoriate, clarification of course names and numbers, admission requirements and entry points, course descriptions and sequencing, need for a market analysis summary, summary of career and job outlook information, rationale for the program, clarification of program objectives, number of credits for the comprehensive exam, seminar courses, and processes for dissertation proposal, defense, and on-campus visits. GPC subcommittee members will continue to review the proposal and meet with HHP faculty prior to the next meeting on March 13.
	1. Policy Items
		1. Excellence in Education Review Rubric – developed by Kate Teeter. GPC members reviewed the rubric. No changes suggested. Frankie will assign proposals for reading prior to the March meeting. There will be two readers per proposal.

Adjourned 5:00 pm – Klett/Jennings

Respectfully submitted by

Melissa Romero, GPC Secretary