

Rhode Island College Graduate Committee Meeting Minutes  
March 3<sup>rd</sup>, 2017  
Roberts Hall, Kelley Board Room

Members Present: Gerri August, Marie Wilks, Lisa Church, Elizabeth Holtzman, Chris Marco (chair), Leslie Schuster (non-voting), Cherise Lee, Deborah Siegel,

Guests: Joan Dagle, Alexis Rogel (minutes taker)

Meeting called to order: 10:04

A. Motion to Approve Minutes from February Meeting (August; Church)

**Action:** Approve unanimously

B. Announcements/report of chair

- a. Transition to SharePoint: The chairs of the two curriculum committees (UCC, Graduate Committee) met with Andrew Sandlin, who will continue to work on the sites based on our feedback. The two chairs requested that the old system remains in effect until the semester is over.

C. Report of the Dean of Graduate Studies

- a. No submissions for the Symposium currently. Email will be going out to remind students; faculty will be included and are requested to encourage students to submit proposals.
- b. President Sanchez has requested information on the stipends for Graduate Assistants at similar institutions. RIC Graduate Assistant stipends are very low in comparison to local and neighboring schools.

RIC Graduate Assistants are utilizing summer tuition waivers, which many other schools do not include summers in their award.

Current Graduate Course Load per the Office of Professional Studies' Summer Courses policy is phrased ambiguously.

D. Old Business: None.

E. New Business

- a. Motion to approve #1617-026 M.Ed. in Health Education program revisions (August; Holtzman)

**Action:** Approved unanimously

- b. Motion to approve #1617-027 M.Ed. In Health Education School Nurse Revision (Church; August)

**Discussion:** This program was approved last year, but was requested to reduce the total number of credits. It needs RIDE approval before being listed in the catalog.

**Action:** Approved unanimously.

- c. Motion to bundle and approve #1617-028 and 1617-029: NURS 791 & 792 revise course descriptions. (August; Holtzman)  
**Action:** Approved unanimously.
- d. Motion to approve # 1617-030 Credential Review Pathway for Teachers (August; Marco)  
**Discussion:** The process of reviewing credentials for RIDE teacher certification was transferred from RIDE to FSEHD. This proposal allows RIC to create a code in PeopleSoft to identify these students rather than simply list them as non-matriculated students.  
**Action:** Approved unanimously.
- e. Motion to approve revision to policy on undergraduate students in graduate courses (# 1617-031; Holtzman; Church)  
**Discussion:** Current policy states that undergraduate students must be in their last semester to be permitted to take a graduate course. This proposal would allow students with senior status (completion of more than 90 credits) to take graduate courses. The proposal also updates language regarding students in bachelors/masters dual degree programs. Policy revisions need to be sent to CAPP.  
**Action:** Approved unanimously
- f. Motion to approve revision to policy on Plan of Study and whether students can double-count courses completed for other programs (#1617-032; Holtzman; Church).  
**Discussion:** Students who have completed one graduate program and subsequently enroll in a second sometimes request to double-count coursework. Students should not be required to retake a course; however, they still need to meet a minimum number of credits for the new program. The policy was clarified to state that *“Students who have completed coursework for another program may request a waiver of that coursework for a new program. In these instances, a substitute course will be listed on the Plan of Study to meet the total credits required for the program.”*  
**Action:** Approved unanimously.
- g. Discussion whether to clarify the meaning of Directed vs. Independent Readings/ Research.  
**Discussion:** A question was raised whether to ensure that programs are using the word “Directed” vs. “Independent” consistently in course titles. A “directed” (readings/research) course implies that the faculty member is leading the content and materials for the course; whereas “independent” should indicate that the student plays a larger role in selecting the topic and leading the research or creative output under faculty mentorship.  
**Action:** Tabled
- h. Motion to approve revision to policy regarding when students are eligible to walk at graduation when they have outstanding requirements (#1617-033; August; Wilks). Current policy states that undergraduate students can walk at commencement if they only have 9 outstanding credits and will either complete them in the summer or satisfy them through CLEP. No written policy can be found for graduate students. This policy puts in writing the allowable outstanding requirements for graduate students to walk at graduation. The intention is for graduate students to have the equivalent of 6 or fewer credits, which may include a program requirement such as thesis or comprehensive exam. Use of the phrase “the equivalent of” 6 or fewer credits will allow us to account for a

graduate program requirement that does not carry credit, such as a comprehensive exam, that students may complete in the summer. Proposal needs to be sent to CAPP.

**Action:** Passed unanimously

F. Other new business: None.

G. Motion to adjourn: 12:14 pm (August; Siegel)