

## Graduate Committee Meeting

December 5<sup>th</sup>, 2014

PRESENT: R. Potter, J. Dagle, J. Nimmagadda, C. Marco, E. Anthony, L. Church, C. Tortolani, L. Schuster, G. August. GUESTS: B. Rauhe

1) B. Rauhe – Update of M.ED in Heath education curriculum – admissions and course requirements. M. Darcy moved to approve; E. Anthony seconded. Motion passed unanimously.

2) MS in Clinical Mental Health. Program will be moving to one admissions cycle, in February. M. Darcy moved to approve, L. Church seconded; motion passed unanimously.

3) Review minutes of November 7<sup>th</sup>, 2014 meeting. M. Darcy moved to approve, L. Church seconded; minutes were approved unanimously, with one abstention.

4) Report of the Chair of the Graduate Committee.

Response to Dr. Pitt: The chair reported that the executive committee discussed R. Pitt's response (in re: requirement of graduate director's signature), the change requested has been made. The new forms will be updated on the website and will be used as of January 1. We will send a response to R. Pitt acknowledging this.

Note from UCC on definitions of directed study and independent study: J. Nimmagadda explained how the UCC has been working to make more consistent the definitions of "directed study" and "independent study" – S. Abbotson has forwarded UCC's memorandum with the suggestion that we consider these issues for graduate courses. They are using "directed study" to be more like a course, while "independent study" is more of a one-on-one or mentorship relationship. L. Schuster will compile a list of all of these courses for our consideration at the February meeting. M. Darcy pointed out that we should keep in mind the consistency between the manual and the catalog copy

5) Old Business:

Recommendation from the executive committee: J. Nimmagadda reported on her meeting with Dean Earl Simson and his view point on individualized degrees. She proposed that we consider selecting the members of the sub-committee on individual graduate programs (IGP) (Section 2.5.1), with five representatives, one from each school. Healthy discussion ensued. J. Dagle noted that we should at least change the definition to be sure that all members are from departments or programs that do have graduate programs, and have experience with those programs. Should it have to be someone on, or who has been on the graduate committee? C. Marco suggested that at least two be from the graduate committee? L. Church offered the view that we don't need to spell the membership criteria, and that doing so may 'box us in.' Do we really need five? J. Dagle pointed out that only a quorum would be needed to conduct business. J. Nimmagadda spoke to the purpose of the committee which should be on the content, and assessing the integrity of the proposed grad program. J. Dagle said that, whenever possible, members should be program directors; would we want two-year terms for staggered continuity – this may create a conflict with the membership terms of the graduate committee. M. Darcy

expressed support for the value of having some members who aren't program directors. J. Dagle pointed out the important role of the *student* in defending the integrity of the proposal. J. Nimmagadda suggested we have consensus on the number of five, with graduate experience, two also to be members of the graduate committee. M. Darcy proposed one-year terms, and there was general agreement on this. J. Nimmagadda read proposed language, with contributions from C. Marco:

*Proposed language: The committee on individualized graduate programs is chaired by the Dean of Graduate Studies. The committee consists of:*

- *Five faculty members (one from each of the following schools - Faculty of Arts and Sciences, Feinstein School of Education and Human Development, School of Social Work, School of Nursing, and School of Management)*
- *Must be faculty or program directors from graduate programs*
- *At least 2 members from graduate committee*

*Faculty members are appointed by the Chair of the Graduate Committee in consultation with the Executive Committee of the Graduate Committee and serve for one-year, renewable terms.*

M. Darcy moved to approve this list; C. Marco seconded; motion passed unanimously.

Changes to the Graduate Studies Manual – Code for discontinued students/thesis credit (DGS).

L. Schuster explained that she's currently surveying graduate program directors to see if there are students who are nearing their six-year limit or who have become inactive. J. Dagle asked whether there should be a way to follow up on those students who haven't asked for a leave or contacted their directors. J. Nimmagadda suggested we have an annual date for this status check; October was the consensus; E. Anthony noted the importance of the date when the student first enrolled in determining the deadline. A revisiting of page 8 of the manual, covering the time deadline, will be on our agenda for February. The issue of fees and policies for continuous registration was discussed at length.

The problem raised by students finishing theses while not enrolled in coursework was discussed. One option proposed was for an "L" option, which would not carry a load credit but could carry a stipend of some kind for the sponsoring faculty. L. Schuster will look into these options; discussion will be continued at our next meeting.

Curriculum review

Motion to approve the CGS in Child and Adolescent Trauma. J. Nimmagadda moved, M. Darcy seconded; motion passed unanimously.

Courses not offered in the last three years: These were discussed at previous meeting but not voted on. M. Darcy moved, J. Nimmagadda seconded, approval of deletion of these courses.

Report of the Dean of Graduate Studies (DGS). The College is placing ads for the Graduate Studies Open House in the Providence Business News, RI Public Radio, and Projo; L. Schuster will also be sending out notices to juniors and seniors to let invite them to the event to investigate. Graduate assistantships have been determined; we were able to maintain last year's numbers at 34. L. Schuster also asked about graduate course evaluations; M. Darcy noted that in her department they already do this, and use the same forms as for undergraduate courses.