

Rhode Island College Graduate Committee  
Meeting Minutes  
September 2, 2016

Members present: Gerri August (outgoing Chair), Lisa Church, Elizabeth Holtzman, Chris Marco (new Chair), Elisa Miller, Leslie Schuster (*non-voting*), Deborah Siegel, Marie Wilks

Members excused: Cheryl Williams, Caroline Caswell

Guests: Joan Dagle, Christopher Hourigan, Alexis Gorton (minute-taker)

Meeting called to order at 10:05 am (G.. August, outgoing Chair).

- A. Nomination of Chair for 2016-2017
  - a. Chair: Christine Marco (August; Wilks)
  - b. Vote: Approve=7; Against= 0; Abstain = 0
- B. Meeting turned over to new Chair: C. Marco.
- C. Nominations of Executive Committee Members
  - a. L. Schuster (will attend ex officio)
  - b. G. August (Marco, Miller)
  - c. Marie Wilks (Wilks, Marco)
  - d. Vote: Approve=7; Against= 0; Abstain = 0
- D. Old Business: None
- E. New Business
  - a. L. Schuster requested assistance with:
    - i. Mission statement. Perhaps convene a task force to work on it and present to the larger grad committee
    - ii. Promoting graduate student engagement. Suggestions included ways to frame orientations and/or welcome receptions, and to offer symposium/workshop in the fall semester.
  - b. Motion: Amend Graduate Manual regarding submission of transcript by RIC graduates who are applying for grad programs (Schuster, August)
    - i. Proposal for new language for grad manual Section II.B.1.b: "Transcripts of all undergraduate and graduate records. For non-RIC graduates, official transcripts must be submitted."
    - ii. Rationale: RIC undergraduates are required to call Records, request transcripts, which is then mailed to RIC from RIC. Most schools do not adhere, and instead utilize unofficial transcripts.
    - iii. Vote: Approve= 7; Reject=0; Abstain=0.

F. Presentation of survey results (Chris Hourigan)

- a. First Graduate Studies Survey. Developed by Interim Dean to be similar to Undergraduate Student Census survey. Sent to graduate students who were enrolled in both Fall 2015 *and* Spring 2016 to receive experienced students' feedback.
- b. Status: Revisit survey results at a future meeting with additional demographics, and break-down by school and program.

G. Report of Dean of Graduate Studies

- a. Newsletter was sent out to students.
- b. Open house is moved a week to January 10 (snow date: January 12)
- c. Many projects in the works, such as on-campus student housing for graduate students and other on-campus supports.

H. Meeting adjourned at 11:56 am.