

Rhode Island College Graduate Committee Meeting Minutes  
November 4th, 2016  
Roberts Hall, Kelley Board Room

Members Present: Caroline Caswell, Gerri August, Chris Marco (chair), Leslie Schuster (non-voting), Elizabeth Holtzman, Cheryl Williams, Elisa Miller

Guests: Joan Dagle, Deborah Servello (Nursing), Alexis Gorton (minutes taker)

- A. Meeting called to order at 10:15.
- B. Approve Minutes from prior meeting (Williams; August)
  - a. Typos were noted and corrected.
  - b. **Action:** Approved unanimously
- C. Announcements of Chair
  - a. A list of courses not offered in the past 3 years was sent to the Deans. All programs responded that they wanted to keep the courses in question.
- D. Report of Dean of Graduate Studies
  - a. Sent out electronic Open House notice to all deans, chairs to promote.
  - b. A sign is being created to advertise graduate programs, to be displayed with other signs along College Road.
  - c. Still waiting for all Graduate Assistant requests from department chairs.
  - d. Open House venue may be moved to Faculty Center, pending information on space accommodation.
- E. Old Business
  - a. MA in Justice Studies update: The final revisions were approved and have been sent to the VPAA and President for approval.
- F. New Business: Proposals
  - a. 1617-012: Psychology BA/MA admissions (Williams; Caswell)  
**Action:** Approved unanimously.
  - b. 1617-013: Nursing DNP admissions (August; Schuster)  
**Action:** Approved unanimously
- G. Other New Business
  - a. Proposal to revise RIC program transfer form. Points of discussion included:
    - i. The intention is to enhance the current form from one that requests withdrawal from a program, to one that lists requirements for applying to the new program and a list of courses acceptable for transfer.
    - ii. The form is merely a request. All requests will be considered on a case-by-case basis. Submitting the request does not guarantee acceptance into the new program.

- iii. An application must be provided in CollegeNet; however, a new application fee will be waived for these requests. The Office of Graduate Studies can electronically transfer materials from the original application to the new one.
- iv. Students may request transfer to an existing program or an Individualized graduate program (IGP). For students requesting transfer to an IGP, an IGP proposal is required for review as stated in the Graduate Studies Policies & Procedures Manual. It was suggested that the proposal be reviewed by the Dean of Graduate Studies plus one of the IGP committees with expertise in the area rather than the entire IGP committee.
- v. A concern was expressed that an Individualized CAGS (ICAGS) might devalue the existing CAGS degree program. Current graduate manual already lists the ICAGS as a program offered. Revising the transfer form involves only degrees that already exist at RIC.
- vi. Concerns were expressed about the validity of having students who did not succeed in their program transfer into another. To be eligible, students must be in good standing.
- vii. Suggestions for additional revisions were made, and an updated form will be presented at the next meeting for further consideration.

H. Motion to adjourn: 11:59am.