

Rhode Island College Graduate Committee
Meeting Minutes
September 1, 2017
Roberts Hall, Kelley Board Room

Members Present: Caroline Caswell, Elizabeth Holtzman, Cherise Lee, Chris Marco (chair), Diane Martel, Leo Pinheiro, Magdalena Ostas, Leslie Schuster (non-voting), Marie Wilks

Absent: Paul Jacques

Guests: Alexis Rogel (minutes taker)

- I. Meeting Called to Order: 10:08 am
- II. Approve minutes from May 2017 meeting.
Action: Approved unanimously.
- III. New members were introduced. An overview of Graduate Committee work was provided.
- IV. Report of Chair
 - A. Website Changes: The entire RIC website was migrated to SharePoint over the summer. The Grad Committee website still has some issues being straightened out. Any dead links should be report to Karen Rubino.
 - B. Proposal forms were slightly revised over the summer. Proposals should all be on the new forms. C. Caswell inquired about the possibility of having electronic approvals, but it is not available at this time.
 - C. Individualized Program Committee: Chris Marco (FAS), Elizabeth Holtzman (FSEHD), Deborah Siegel (SSW), Marie Wilks (NURS) and TBA (SOB). Chaired L. Schuster. Currently 3 IGP proposals in process.
 - D. Catalog clean up: During summer recess, C. Marco went through all committee documents to review and clarify policies and procedures. Some proposals will be forthcoming to address issues found.
 - E. The list of courses not taught for 3 years has been requested from Records and will be shared with the Deans.
- V. Report of Dean of Graduate Studies
 - A. Graduate Studies Open House is January 9th - Tuesday, 3:30-6:30. Promotion has already begun.
 - B. Survey of Graduate Assistantship: 80% of students felt as if it was beneficial. Memos were put together for both students and supervisors to give a review of outcome.
 - C. Second Graduate Student Survey is completed and being processed by IR.

- D. \$30,000 in scholarship money has been awarded to the Graduate Studies program to disseminate to students in need. As it has been awarded late, there is current a very broad application process to allow us to get to students as quickly as possible.
- E. Previously, it was believed that graduate students could not sit on student organizations due to a lack of student activities fee. Historically, for any students interested, the Dean of Graduate Studies has paid the fee out of budget. However, VPSS Merriweather has secured \$75,000 for Graduate Student support that will be used to help strengthen graduate community.
- F. Many ideas have been coming in to strengthen professional development and create additional resources. L. Schuster reached out to deans for further input and will keep committee posted.

VI. New Business

A. Corrections in Grad Manual

- i. III.C.D Approval of 400-level courses. Need to delete the statement that the Dean of GS approves, because does not.
- ii. III.G. Time limit to complete. The policy states 6 years (7 years for Ph.D.). now that the DNP program was approved, it should also have a 7-year time limit.

B. Discussion of Potential Policy Revisions

1. Number of allowable transfer credits from within RIC.

Current policy: Students can transfer up to 6 credits from outside RIC and 9 credits from within RIC (up to 15 for BA/MA students).

Discussion: Nine credits may be unnecessarily restrictive for students who transfer from one RIC program to another. Some Masters programs will accept all credits (15+) from a CGS program. Also, BA/MA students are allowed to transfer up to 15 credits. Some students have requested and been granted a waiver to transfer more credits. It seems reasonable to increase the credit limit for transferring within RIC. A recommendation was made to clarify language for students who are transferring (i.e., leaving one program for another) vs. completing multiple degree programs. Students who complete multiple degrees must still complete at least 30 credits for each degree, although individual requirements that have already been met may be waived and replaced with substitute coursework. NO ACTION TAKEN: E. Holtzman raised question of how this will affect CAGS, and will look at other FSEHD programs that may have conflicting requirements. C. Marco will propose specific language for consideration.

2. Department Supervision of Graduate studies

Current policy: There is a section of the Graduate Studies Manual that mentions department responsibilities to a program.

Discussion: Should there be a minimum number of people on the committee to make decisions, especially on issues of admission? An issue was raised whether one person will still make lead decisions and whether the committee will over-complicate things. It was suggested to be less structured and that at least two people review applications for admission. A question was raised whether the DAC would fit the needs. However, the DAC makes recommendations about personnel matters, not student ones. NO ACTION TAKEN: L. Schuster and C. Marco will work on the proposal and bring back.

3. Taking courses on a credit/no credit basis.

Current policy: Graduate students can audit courses, but cannot take courses on a credit/no credit basis.

Discussion: It seems reasonable to allow students to take courses outside their Plan of Study on a credit/no credit basis. Two main reasons why a student may want to take a course on a credit/no credit basis include being interested in courses that are not in their Plan of Study, and needing a course to maintain full-time status but not having enough courses available within their Plan of Study. A question arose whether students could re-take the course for a grade. This would require a change in the Plan of Study to include the graded course in the degree program, and would require department approval. This might be desirable in some instances to allow non-matriculated students to test the waters of a graduate program; whereas in other instances, it would be a problem for a matriculated student to attempt a course, possibly multiple times, and then retake it for credit when they feel “ready” to do so. NO ACTION TAKEN: C. Marco will investigate whether undergraduate students can retake CR/NCr courses for a grade.

4. Thesis: Remaining policy items pertaining to the thesis were tabled for a later meeting, due to the lack of time, although they were informally mentioned for committee members to know the issues.

VII. Meeting adjourned (Wilks, Holtzman): 12:09 pm