

Rhode Island College Graduate Committee

Meeting Minutes

September 7th, 2018

Kelly Board Room, Roberts Hall

Members Present: Carol Cummings, Elizabeth Holtzman, Ying Hui-Michael, Chris Marco (chair), Leo Pinheiro, Leslie Schuster (non-voting), Marie Wilks

Absent: Paul Jacques, Jenn Meade, Magda Ostas

Guest: Alexis Gorton-Rogel (Minutes)

Call to Order: 10:10

- A. Introduction of new members/Election of Chair and Executive Committee
  - a. Student representative needs to be elected.
  - b. Chair position also needs to be filled. Conversation will be continued.
  - c. Executive Committee
- B. Approve minutes from prior meeting
  - a. *Action:* 2 Abstain, 3 Approved.
- C. Announcements/Reports of Chair
  - a. Archive of committee documents is almost finished, will hopefully be live soon.
  - b. Two CGS programs in Management
    - i. Approved last year but later denied by administration due to faculty requests. The proposal was revised ONLY to adjust request for faculty – will be passed along directly to administration.
    - ii. Recommendations need for student for conduct board
      - 1. One student, as well as an alternative for Conduct Board, who would be required to attend the hearings which is convened as needed.  
Recommendations should be submitted to Dean of Graduate Studies.
- D. Report of Dean of Graduate Studies
  - a. Office of Graduate Studies created Orientation Manual sent to students as they are matriculated. Manual was also sent out twice during the summer to current students.
  - b. Updated manual. It is online and copies are available.
  - c. Research/Professional Development and Graduate Student Support fund:
    - i. Over last two years, \$12,500 has been awarded. Using remaining \$2,500 this academic year. It is uncertain if it will be replenished.
    - ii. Reviewing the Graduate Student Support Fund and its abilities to potentially support students and faculty needs.
  - d. Work being done with PeopleSoft and MIS staff to ensure students are represented correctly. Currently the concerns are CGS students remaining in system after completion.
  - e. IGP deadlines: November 1<sup>st</sup>, March 1<sup>st</sup>, instead of the previous rolling admissions.
  - f. Open House: January 15<sup>th</sup>. Working with Office of Communications on new marketing materials as well as outreach and boosting attendance.

E. Old Business

- a. Discussion of policies for transfer students
  - i. NEASC has specific language. Also if 1/5th of the credits can be transferred in and puts the weight on the institution to protect the integrity of the program when accepting transfer credits.
    1. L. Pinheiro points out that, dependent on credits per class, one complication could be numbers that need to be rounded down or up.
  - ii. RIC graduate students are currently unable to apply credit hours that have already been applied to a completed degree. Records would deny it. Program directors can advise the individual student to add another course to the Plan of Study to complete the required 30 credit hours. However, outside institutions are not being flagged as easily. This raises the issue of creating a system that is consistent for both outside applicants and RIC undergraduates.
    1. Many faculty believe that we should be able to double count credits as the student has already learned the content. From this view point, it's not simply substituting or waiving the required course – it's allowing the previously completed credits to apply to the new POS.
  - iii. C. Marco: the policy that explains the requirements around an undergraduate second degree might inform the decision.
    1. NEASC (UDGD): if simultaneous degrees are completed, requirements can be double counted if there is overlap.
    2. C. Marco recommends bringing in someone who understands NEASC policy and guidelines. Based on past experiences with BA/MA degree, C. Marco believes this might require approval from NEASC to adjust policy.
  - iv. As understood, current policy neither allows nor prohibits. Committee will work on creating a clearer policy.
- b. Conversation Surrounding GRE
  - i. Concerns raised surrounding GRE requirement waived for CGS students applying for MEd program. E. Holtzman confirms that GRE scores are required for students applying for MEd from a CGS Program, but the requirement could possibly be waived at the program director's discretion.

Adjourn: 12:01