

Rhode Island College Graduate Committee  
Meeting Minutes  
November 2, 2018  
Kelley Board Room

Members Present: Deb Britt, Monica Darcy (Chair; Minutes), Elizabeth Holtzman, Ying Hui-Michael, Paul Jacques, Jenn Meade, Magda Ostas, Leo Pinheiro, Marie Wilks

Members not present: Leslie Schuster (non-voting)

Guests for Proposals: Tanni Chaudhuri, Wendy Becker, Jay Nimmagadda, Christine Connolly  
Other Guests: Jason Meriwether, VP Student Success; Jason Anthony, Director of Admissions

- I. Call to order 10 AM
- II. Minutes from 10/4/18 approved with edits.
- III. Report of Chair
  - I. Graduate Committee minutes to be posted on website will be expanded, descriptive minutes. The intent is to include items discussed with relevant policies as a reference point for decision making. These records serve as a transparent record of proceedings to support continuity over time.
  - II. GC documents (17/18 and 16/17) are now posted in archive link on website.
- IV. Report of Dean of Graduate Studies (from M. Ostas on L. Schuster's behalf)
  - I. Plans of Study for CGS programs can appear on transcripts. Schools can follow distribution to Records after dean level approval. Request that DGS follow up with deans' offices. Reminder that graduate program directors send Plan of Study review/ audit for Records to record program completion.
    - i. Related question is process for approving financial aid for approved CGS programs. There are separate steps to take with Financial Aid Office following college approval. Approval for Federal Financial Aid is a federal Department of Education approval.
  - II. Announcements:
    - i. Graduate School Fair – January 15
    - ii. Tuesday May 7, 2019 is Grad Symposium
    - iii. GA requests are due Nov 5 - submit to A Gorton
    - iv. Various fairs and grad events at which RIC graduate programs were represented – UMass Dartmouth, Eastern Connecticut State, Graduate Diversity Fair, and RIC Graduate Fair.
- V. Old business
  - I. Continued discussion of transfer credits for graduate students and 2 graduate degrees at RIC. Draft of ideas distributed with aspirational goals and examples from 3 universities. General consensus amongst members on ideas. Executive Committee will continue with steps including review of NEASC/NECHE policies, discussion with VPAA, and summary of relevant RIC graduate policies.
- VI. New Business
  - I. Curriculum Proposals
    1. 1819\_01 catalog NURS 523 revisions
    2. 1819\_01NURS 523 Revision prereqRepresented by M. Wilks. This proposal revises the course with prerequisites to improve professional proficiency in medical assessment.

*Action: Approved unanimously*

3. 1819\_02 catalog SPED UMC BS\_MEd \_554\_555\_557\_652
4. 1819\_02 catalog SPED Urban Multicultural BS\_MED
5. 1819\_03 SPED 554 modify prereq 451\_453
6. 1819\_04 SPED 555 modify prereq 451\_453
7. 1819\_05 SPED 557 modify prereq 451\_453
8. 1819\_06 SPED 652 modify prereq 451\_453

Represented by Y. Hui. New courses (SPED and ESL) introduced to program to coincide with bachelors level changes; updates to courses to include field experiences. Creates BS to MED admission pathway to support enrollment, meet need for ESL certifications in state, and be more competitive with another college's program.

*Action: Approved unanimously*

9. 1819\_07 catalog HCAdmin\_HCA 545 new course
10. 1819\_07 HCAdmin program change
11. 1819\_08 HC545 new course

C. Connolly representing. This proposal includes a new course, eliminates an existing course and changes program plan of study. Proposal addresses gap in content in evolving health care changes.

*Action: Approved; 1 abstention*

12. 1819\_09 catalog MA Just St modify admit
13. 1819\_09 MA Just St modify admit

T. Chaudhuri representing. Proposal waives GRE scores as admissions requirement for RIC and URI applicants with overall GPA 3.0 or greater. Intent is to help program grow.

*Action: Approved unanimously*

Note: recommendation to program to look into other schools for which GRE could be waived; suggestion to GC committee members to discuss use of standardized test scores in admissions decisions with other school graduate programs.

14. 1819\_10 catalog **BSW to MSW Accelerated Admission**
15. 1819\_10 **BSW to MSW Accelerated Admission**

W. Becker, J. Nimmagadda, and J. Meade representing. This proposal includes accelerated admission decision for BSW to MSW. Earlier admission opportunity allows for enhanced supports for retention and success.

*Action: Approved unanimously*

Note: GC policies Academic Policies – Grading System (p. 15) require program/School tracking and review around GPA

## VII. Discussion items

### I. Graduate recruitment, diversity, and inclusion (11:30 to 12)

Guest visitors: Jason Meriwether, Jason Anthony

- i. Any efforts to improve recruitment to graduate programs will be undertaken with commitment to faculty remaining in charge of applicants admitted to programs.

- ii. Student Success division can outline process and provide capacity for outreach. Possibilities to develop communication system and flowchart for contacts to potential graduates applicants can be accomplished with Customer Relations Management (CRM). Outreach initiatives should address who to reach (target groups), best method of communication (social media, ads, other), and branding/messaging.
- iii. There is a possibility to reconnect UG and graduate program through Admissions Office for activities, office contacts, fairs, and promotional events.
- iv. Items to review and discuss: current practices in schools and programs; possible targeted messages; creation of promotional material; purchase test takers names; improved web pages.
- v. Next steps: develop request to fund one time strategic marketing initiative marketing. J. Meriwether will provide template for UG initiative in order to begin tailoring to graduate level needs.

VIII. Other business

IX. Adjournment: 12:05