

Rhode Island College Graduate Committee Minutes

October 4<sup>th</sup>, 2019

Gaige Hall 005

Members Present: Deb Britt, Monica Darcy (Chair), Elizabeth Holtzman, Ying Hui-Michael, Jenn Meade, Kara Misto, Leo Pinheiro, Leslie Schuster (Non-voting),

Absent: Joe Zornado

Guests: Alexis Gorton-Rogel (Minutes)

- I. Call to order (10:03)
- II. Approve minutes from prior meeting (Britt, Hui-Michael)

*Action: Approved Unanimously*

III. Report of Chair

1. Early admissions track programs (Council mtg 9/27)
  - i. Approved through council, passing through administration approval to finalize, but response from council was positive.

IV. Report of Dean of Graduate Studies

1. Grad enrollment
2. Graduate Marketing – update from spring 19 activities and planning
  - i. Office of Communications is working closely with Office of Advanced. They have list of goals and ideas from last year’s meetings with Kim Dumpson, as well as a deadline to provide updated marketing.
  - ii. Working on strategies to promote Open House
3. Graduate Studies Funding
  - i. Establishing a Graduate Student Council to oversee the distribution of the funds. In the meantime, procedure will still pass through Dean of Graduate Studies Office.

V. Old business

1. Posthumous recognition on Grad Level
  - i. On hold until undergraduate policy moves forward.

VI. New Business

1. Proposal (Pinheiro, Meade)
  - i. 1920\_02 NURS 503/509/512 scheduling changes
    1. 509 is traditionally only offered in the summer, requiring graduate faculty to teacher and students to take it. It is only scheduled for SSI, but ultimately runs throughout the summer. This proposal would adjust for Fall/Spring courses under 503/512.

*Action: Approved Unanimously*

2. Graduate course size recommendations
  - i. UCC has developed an Appendix to UCC Manual and amended proposal forms to include recommended class size and limit.
    1. UCC version is still pending council approval. Executive committee adjusted UCC proposal to best suit graduate course needs.

2. Committee member questions how this will impact smaller programs who have a low number of students. Will this lead to courses with low enrollment being cancelled?
  - a. To avoid conflict with course cancellations, the ranges will be changed to 1-5, 1-15 and 1-20.
  - b. Member suggestion:
    - i. Creating language to both protect and support courses on the low end of enrollment as well as those who have higher enrollment and are facing pressure to increase course enrollment limits to accommodate additional students.
    - ii. Understanding the real implications for students and programs when courses are cancelled.
    - iii. Transparency with students, as well.

*Action:* Tabled pending UCC approval

VII. Other business/topics for future discussion

1. Course Cancellation

- i. L. Schuster asks for feedback from members on pressure to cancel courses and how this can be organized within the Graduate Studies programs as a unit.
  1. Member mentions that this is complicated by the different academic deans approaching this issue differently.
  2. Member suggestions:
    - a. looking at the structure of budgets being distributed to schools versus graduate programs specifically.
    - b. Promoting interdisciplinary studies through electives that cross discipline enrollment could help boost numbers.
    - c. Possibly creating a graduate course bulletin.
    - d. A need for consistent guidelines and policies, as well transparency on the situations in which exceptions are made.
    - e. How does graduate programs impact the undergraduate marketing?
    - f. Discussions on what expectations of enrollment ARE.
    - g. Graduate students, in some areas, bring ideas, assists with research, labor on eventual publications – things that cannot be measured in the same manner of revenue, but does impact the status of the program as well as their academic field.

2. Open House – January 14<sup>th</sup>, 2020

3. Mission Statement

4. Provisional admit – after approval of early admission (at Council 9/27); address PS “coding”, matriculation, plan of study

- i. Work is being done between Records and Institutional Research as to how this will look.
- ii. Language will be constructed by Executive Committee and will come forward.

VIII. Adjournment (11:32)