

Graduate Council Meeting
February 23, 2015
Baker room/BTC
12:00 – 1:00 p.m.

Present: Ryan Alexander, Bob Boncella, Julie Boydston, Shirley Dinkel, Vickie Kelly, Bruce Mactavish, Brian Ogawa, Randy Pembroke, Dan Petersen, Tim Peterson, Michael Rettig,

Chair Bob Boncella called the meeting to order.

1. The January 26, 2015 minutes were submitted to the committee previously with a request they review these prior to the meeting. A motion and second to approve the minutes were made, with a change noted. The School of Nursing have their graduate course numbering system completed. All approved said minutes with the noted change.

A question was asked about the subcommittee for continuous enrollment and if they had met yet. The VPAA's office will establish that meeting.

2. Application Fee for Graduate Studies
The Graduate Council approved, at the January 2015 meeting, a \$40.00 fee for all graduate programs effective in Fall 2016. Based upon that approval, Tim is moving forward with the next steps of implementation.
 - a. He is setting up a meeting with Richard Liedtke and Floyd Davenport to discuss the necessary steps of implementation.
 - b. After discussion by the graduate council members, it appears there is a need for processes to be in place as much as possible by the beginning of the Spring 2016 semester.
 - c. It should be noted existing fees will remain in effect until Fall 2016. This also means the collection of the fees also remains the same.
 - d. Tim also discussed the application differences. Last April, he provided a chart showing the similar items noted on all graduate applications along with those specific program questions/data. Tim will send out the last version of the application data table and asked the committee members to review the information and note any changes that have been made to specific program applications.

After discussions, Bob was asked to invite Kelly Russell, Richard Liedtke and Kris Klima to the next meeting to discuss several issues related to admissions to graduate programs, financial aid concerns, and transcript review.

Tim also mentioned Jeanne Gosselin, the consultant who talked with various groups regarding admissions should be issuing a report by April with specific recommendations.

Tim also mentioned that procedures were developed by the council last April which indicated the programs would have consistency on their webpages regarding the links for the application.

- a. Tim encouraged council members to review their webpages to make sure the link for the necessary applications are visible.

Education proposal: Masters in Education: Curriculum and Instruction; Educational Studies

The council members reviewed the proposal submitted for consideration by the Education department. Michael Rettig offered this Masters degree was being proposed as an effort to recruit practicing teachers. This masters will be for those who need reaccrediting hours through a generic degree that doesn't have or need to have a license issued. The new degree will provide students with a sampling of the other four educational emphases. The program will be online and will have the same admission criteria as the other Masters in Education degreed.

Michael was asked to provide information regarding the financial cost for adjuncts so this information can be submitted with the proposal to faculty senate.

After discussion and a motion/second, the committee members voted to approve this motion regarding the agenda item. Based on the approval, this will be forwarded to Faculty Senate.

Meeting was adjourned at 12:55 p.m.