

Graduate Council
Washburn University
September 24, 2018
Meeting minutes

Attendance: DeSota, Dinkel, Guerrero, Kelly, Ockree, Mactavish, Mastrosimone, Mazachek, Peterson-Dealey, Pilgram, Pownell, Provorse, Smith, Waters

Absent: Luke

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1. Called to order by Waters at 12:02pm
2. Welcome and introduction
 - Waters/Mazachek welcomed the group, facilitated introductions, and the group proofed the final committee list.
3. Old Business
 - None
4. New business
 - a. Nominations of 2018-19 Chair
 - Waters was previously discussed as a possibility. Waters asked if there were any other possibilities. Kelly & Pilgram offered to assist in the spring if necessary.
 - Waters was voted Chair.
 - b. Development of Graduate SLO assessment data management process
 - Kelly moved for this item to be tabled for another meeting.
 - Others had questions about the overall process. Kelly explained that a course will need to be identified with which the assessment data can be associated. Mastrosimone expressed concern for issues that do not involve a particular course. Kelly reiterated that these details can be discussed at a later date and recommended keeping a spreadsheet with manually entered data until the process is figured further. Ockree expressed concern because accounting does not use critical thinking and believes the parameters should be reconsidered to fit all the units. Kelly expressed that these decisions were approved by the committee last spring. Ockree felt the plan is now more significant and merits further discussion. Waters expressed that these concerns have been expressed previously. Kelly expressed that this is preparatory for future HLC requirements. Kelly expressed concern because she did not have ample time to prepare for these questions due to a late agenda and chose to leave the meeting.
 - Mazachek explained that HLC has told us these requirements are coming and that Kelly is working to ensure we are covered. Dinkel feels this is very useful information not only for HLC, but for the units' knowledge.
 - Mastrosimone suggested using Kelly's current choices and adapting when necessary. Mazachek recommended that the committee waits until the new Data Effectiveness Analyst begins work to make any other decisions and inviting

them to the November meeting. Ockree expressed concern that the committee was told previously that they would not have to change their current methods for this form of assessment. Dinkel believes these methods are close enough to begin and the process can be adapted further. Guerrero asked if all departments need to do this process the same way. Mazachek confirmed that the committee had previously decided on this process for all units. Mazachek recommended waiting to discuss this further with the Data Effectiveness Analyst at the November meeting and use an excel spreadsheet until then.

- c. Categories of students/Banner attributes
 - Waters explained that all students need to be tagged by the individual units. Mazachek recommended consulting with admissions about this topic for a better understanding of all necessary attributes.
 - The committee agrees that an action plan for unifying this process is necessary. They would also like to address special cases (i.e. dual degree).
 - Dinkel asked about a previously discussed spreadsheet with questions for admissions. The committee will send a spreadsheet to admissions to inquire. Pilgram believes enrollment is geared toward undergraduates and would like to see further focus on graduate programs. Waters would like to gather more information from admissions and discuss at a later date.
 - d. Fall enrollment processes
 - Mazachek stated that enrollment needs to be a focus for spring and fall. The committee believes 3+3 programs could be marketable if graduate and undergraduate courses could apply. This conversation will be discussed at a later date.
 - e. Identification of excess capacity programs
 - Due to time constraints, this topic was not discussed.
 - f. NU 977 continuous enrollment (SOL)
 - NU 777 is being changed to NU 977
 - The motion to change was passed
5. Announcements
 - none
 6. Adjourned by Waters at 12:58 pm