



Graduate Faculty Meeting MINUTES
September 22, 2014 – 4:00 p.m.
Frost Commons

In Attendance: Meg Petersen, Sarah Robertson, Gail Mears, Michael Fischler, Eric Hoffman, Gary Goodnough, Linda Carrier, Marcel Lebrun, Christie Sweeney, Sharon Silva, Jason Swift, Edith Patridge, Cheryl Baker, Nancy Puglisi, Ann Berry, George Gilmore, Steve Flynn, Mike Mariska, Doug Earick, Christina Flanders, Marjorie King, Jen Pinckney, Angela Adams, Lynnette Lawrence, Cynthia Vascak, Lisa Doner

Call to Order – 4:01 p.m.

The meeting started with an exciting announcement. Dr. Waltman shared that the Counselor Education and School Psychology department received a grant. The grant will provide 10k in funding for students doing their internship and provide other opportunities at PSU and in the state of NH. Total grant amount is 2.2 million.

Approval of Minutes from April 2014 - unanimous

DISCUSSION AND VOTE OF MAJOR ITEMS

1. New MEd option, Adult Learning and Development, for the Arizona Partnership
2. Redesign of Online Instructional Design program and supporting courses
3. Creation of a certificate program in Reading and Writing
4. Creating of an MEd (and cert-only option) in K-12 Learning Disabilities

The faculty reviewed the above four as a group and unanimously approved all four. An additional major item, the creation of a MEd in Reading and Writing (non-certification), was discussed briefly and will be voted on in October after some minor language updates are made.

POLICY AND BYLAWS COMMITTEE

The committee is meeting monthly. Dr. Carrier is the chair. No major items from Policy and Bylaws this month.

OLD BUSINESS

NEW BUSINESS

-Dr. Mears provided some CoGS updates. She also indicated that we should expect an e-mail from Dr. Bernier soon about additional changes in academic affairs.

The academic programs all live in academic departments and colleges now, so CoGS will provide service to faculty and students to implement and deliver programs. The office will be referred to as Graduate Studies. Dr. Mears explained three teams that have been developed:

1. An Operations Team headed by Angela Adams. This includes technology, registration, front desk, and overseeing PSU Concord. Members include Nina, Peggy, Amy, Donna, Ellanna, Lena, Justin and the Concord staff.

2. An Admissions and Student Services team led by Lynnette Lawrence. This team will focus on recruiting, bringing in new students, and pre-admit advising. Team includes Beth and Lori.
3. A Financial Team led by Doreen. Team includes Dorie, Lisa, and a new TIGER/ETC employee supervised by Lisa.

The AVP position will not be replaced and Graduate Studies will be overseen by the Deans. For this year, Gail will be the overseeing Dean. The plan is for the deans to relocate to Highland Hall in the future.

There will be a new position advertised, a Director of Online Programs (UG and GR) and New Business. This position will be based in PSU Concord.

Dr. Cheryl Baker will be coordinating new undergraduate and graduate educational opportunities. Linda Hammond will be assisting Dr. Baker with these new initiatives.

Judy Ciesielski will be moving to Undergraduate Studies and will be working with Dr. Zehr. Judy will be working on 2+2 agreements, assessment, and helping Mary Campbell.

Paula Lee Hobson in her new role as Director of Advancement will also be overseeing marketing efforts across campus. Paula Lee is working on an institutional brand, and there will no longer be divided marketing.

Dr. Petersen asked if the Graduate Faculty will continue to meet. Dr. Mears anticipates the graduate faculty continuing to meet at least through this year. There have been and will be many ongoing discussions about the relationship between undergraduate and graduate faculty bodies.

Dr. Mears brought up the policy of allowing non-matriculated students to take up to 12 masters credits or 3 CAGS credits before being admitted. Some departments have already been in discussion about making changes in their areas. Dr. Mears encouraged the faculty to give this some thought. Dr. Mears would like to agree on a policy and work with Graduate Studies to enforce it. It could be a broader policy with some departments agreeing to enforce stricter rules. The important part is that students understand that there is no guarantee they will be accepted if they apply later, and that credits taken before matriculation may not apply to a degree.

George Gilmore provided an update on DegreeWorks. After testing in DegreeWorks, the results were not great due to the way the curriculum is structured in Banner. We have an opportunity to recode graduate programs that could be beneficial for the CRM and reporting as well as DegreeWorks. Therefore, this effort is underway right now by George and Sarah. Students entering Fall '14 will be recoded shortly. Training will be in mid-October with a go live date of December.

Dr. Goodnough inquired about starting the new catalog year on July 1st instead of September 1.

Advisors should continue to use programs of study for students admitted prior to Fall '14. For newly admitted students, they can use the Curriculum Planning Guides as a quick reference until DegreeWorks is up and running.

A new transfer credit form is in use since transfer credits will no longer be approved on a signed program of study. Dr. Mears explained that we might need to adjust this form to make it in line with the undergraduate form and process.

Dr. Puglisi asked if the faculty could consider starting at 3:30 instead of 4pm so that faculty teaching Monday evening courses would not have to leave early and miss part of the meeting. The faculty will

discuss this more and consider implementing this time change in the next few months.

Graduate student representation is needed for the Academic Technology and Online Education Committee, as well as two student reps needed for the Graduate Faculty. We also need science representation on the Policy and Bylaws committee this Fall as Dr. Hoffman's teaching schedule does not allow him to attend meetings this Fall, though he should be able to attend in the Spring. Dr. Mears will send more info out shortly so we can fill these positions.

Lynnette Lawrence announced that they will be starting up info sessions again this Fall, some at PSU and some in PSU Concord. The first one is scheduled for 10/15. All faculty are invited to attend, and Lynnette will coordinate with programs where students have RSVP'd specifically to learn more about their programs. More information will be sent out shortly.

MOTION TO ADJOURN at 5:08 p.m.: - Michael Fischler

Second: - Eric Hoffman

Approved