

**Minutes**  
**Graduate Academic Affairs Committee**  
**October 11, 2019**

**Members in Attendance:** A. Trees, R. Hindi, J. Curley, C. Harper, J. Garcia-Martinez, J. Haugen, C. Thomas, I. Kuljanishvili, S. Mudigonda, J. McGuire, M. Pousson, A. Donaldson, A. Rellegert H. Lach, H. Matsuo, S. Hamrick, A. Sebert-Kuhlmann, S. Sanchez, and R. Wood

**Call to Order:** R. Wood called the meeting to order at 9:00am.

**Approval of Minutes from the September 6, 2019 Meeting:** Minutes from the September 6, 2019 meeting were unanimously approved.

**SPS Program Changes:** SPS summarized the changes to 4 of their programs (MS applied Analytics, MS Cybersecurity, MS Strategic Intelligence, and MA Leadership and Organizational Development). The programs are proposing a reduction in required credits from 36 to 33 to remain competitive in a market where several programs require 330 or 30 credits. No changes to the learning objectives are proposed. Essentially, the reduction in credit hours is occurring due to a reduction in the number of courses that are required of all graduate students at SPS. Previously, four courses were required to be taken by all graduate students. The new requirement is for students in all master's programs at SPS to take one statistics course, one decision-making course, and one additional course in the program major. This was just a FYI – no voting required.

**CPHSJ Graduate Public Health Certificate:** Taking 5 of core classes packaging those existing courses, so working professionals or other students that want exposure to Public Health on campus can do those as a certificate. No questions/discussions. This certificate was voted on – motion to approve, motion to second, everyone was in favor – passed unanimously.

**Nursing Ph.D.:** Currently have students take 2 courses one is a prerequisite to the Ph.D. program. Would like to set up as a 3-course series. (Stat's one prerequisite, then a NOVA and finally multiple regression). This was just a FYI – no voting required.

**Marketing new grade Programs** – Dr. Wood advised at his meeting with Provost Gillis he had a meeting with Dr. Pestello where they went over Graduate Enrollment. They are concerned that some programs are down, and the question to Dr. Wood was what are we doing about this. The mandate Dr. Wood was given is we need to collectively come up with a strategy to increase graduate enrollments, in particular increase enrollment in tuition paying programs. Dr. Wood advised we never had a budget for marketing. The marketing that is done, is not appropriate. Etc. Chet advised that is fine, come up with a strategy, what do you want to do, pick programs, make some decisions, how do you want to market things. Dr. Wood opened for discussion/ideas. They want to increase the enrollment a lot. After several discussions: Dr. Wood asked that everyone goes back to think about the portfolio of school. See if there is a

market demand. Maybe a return on investment. The system to apply is out of date, maybe we can update to make it easier/quicker.

**Registrar Update:** Jay advised they started to draft a policy about missing grades – NR grades (not reported). When grades are due we would give a NR, professors would have 30 days to be submitted to correct grade, after 30 days it turns to a F. NR gives a message to the student that the grade hasn't been reported yet and they should reach out to the professor. It was suggested to maybe change to FFR – Faculty Failed to Report. This would reflect on faculty's review. Possibility holding paychecks. Since we are on the topic of grades, we have gone back and forth on IP (in-progress grades). There has been a desire to remove from dissertation thesis and projects. Jay will have drafts for everyone at next month's meeting to take to your colleagues

**Announcements:**

- Next Meeting: November 8th, 2019
- Three Minute Thesis – get on your calendar – November 22<sup>nd</sup> from 100-500pm in the Sinquefield Room. Spread the word to your colleagues. Angie to send handouts to the Committee to share.
- Concerns about the Academic Calendar, they starting a week earlier. Jay advised it is starting a week earlier, have been getting feedback from students and faculty for several years. The drivers were for full 4 weeks over winter break. Desire to start school on a Tuesday. Final exams spread over one single week in fall. Fall break will be on a Thursday/Friday next year. Calendar is based on the 3<sup>rd</sup> week in May for commencement. This was presented to the Deans who all approved. The contracts for Faculty will be August 15<sup>th</sup> – May 15<sup>th</sup>.

Meeting adjourned at 10:31 am