

GRADUATE COUNCIL MEETING

March 25, 2010

10:00 a.m., AD 304H

MINUTES

Present: Matt Barton, Bill Byrnes, Nicole Funderburk, Rick Lambson, David Lund, Matt Neves, Tony Pelligrini, Bart Reynolds, David Tufte, Dominic Yeager - Graduate Student Association, and Bonny Rayburn.

1. Information item: Survey of graduate students (Dominic Yeager) Dominic handed out a draft copy of a survey that he would like to distribute to the graduate program students. He stated he'd like to distribute the survey to the students who attend classes on campus. Committee members reminded him that 2/3 of the students in SUU's graduate program are on-line students. They made some suggestions relating to wording and distribution. Nicole stated she would help Dominic if he'd like her to. **Dominic will take suggestions into consideration and will get back to the committee with his findings once his project is completed.**
2. Information item: Review of proposed tuition and fees for graduate programs 2010-11. Bill handed out a revised graduate tuition schedule being presented to the Board of Trustees on March 26th. This table represents the adjustments talked about in our last meeting. If approved, SUU's tuition rates will remain competitive but will be more in line with other USHE institutions.
3. Information item: 4 year enrollment history of graduate programs (B. Byrnes) Bill distributed a handout depicting Total Headcount and Budget Related FTE enrollment history for SUU's graduate programs. Bill stated that the graduate programs have had a pretty good run over the past five years. It is important to see that the graduate programs are an important element of the overall SUU picture. **Rick Lambson asked that Bill send an electronic copy of this handout to him so he can incorporate it into a report he is working on for the Board of Regents.**
4. Information & Discussion item: Faculty workload - How it is calculated and reported (B. Byrnes) Bill distributed copies of a document showing how workload is classified and calculated by the state of Utah. Bill stated that it is important to know that how workload is classified at SUU is not a discretionary issue. It is reported to the Board of Regents and their rules must be followed. The class type coding is how the Instructional Credit Hour Calculation is reported. Therefore, it is very important that courses are coded correctly. **The curriculum change forms are going to be altered to include the coding so this becomes something that is approved along with everything else.**
5. Information & Discussion item: Quick overview of instructional impacts by graduate programs (B. Byrnes & B. Tebbs) Tabled until next meeting.
6. Information item: Graduate Student Research Fund - Bill stated that there will be \$5,000 available in the financial roadmap plan for the next three years, at Dominic's request, for graduate research. Graduate programs need to be aware that it will be available to them if needed.
7. Information item: New Software - Bill stated that the university is looking into buying some new software that will allow the creation of information dashboards, not only for the university but for colleges, departments, programs, etc. Bill will give us an update when more information becomes available.

GRADUATE CURRICULUM COMMITTEE MEETING

March 25, 2010
10:00 a.m., AD 304H
MINUTES

CONSENT ITEMS

BUS

Prefix	Course Title	Credits	Change Requested	Action	BOR

CIET

Prefix	Course Title	Credits	Change Requested	Action	BOR

EDU

Prefix	Course Title	Credits	Change Requested	Action	BOR
EDUC 6932	Capstone M.Ed. Portfolio	3	Change prerequisites from EDUC 6030, EDUC 6650, advisement to EDUC 6650, advisement, Admission to program	Approved	
EDUC 6933	Capstone M.Ed. Project/Thesis	3	Change prerequisites from EDUC 6030, EDUC 6650, advisement to EDUC 6650, advisement, Admission to program	Approved	
PE 6110	Metabolic Training	3	Deletion. Will be replaced with PE 6020 as an elective class in MS Sports Conditioning program	Approved	
PE 6020	Special Topics and Issues	3	New on-line course to replace PE 6110	Approved	

HSS

Prefix	Course Title	Credits	Change	Action	BOR
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			Requested		

LIB

Prefix	Course Title	Credits	Change Requested	Action	BOR

PVA

Prefix	Course Title	Credits	Change Requested	Action	BOR

SCI

Prefix	Course Title	Credits	Change Requested	Action	BOR

SUBSTANTIVE ITEMS

BUS

Prefix	Course Title	Credits	Change Requested	Action	BOR

CIET

Prefix	Course Title	Credits	Change Requested	Action	BOR

EDU

Prefix	Course Title	Credits	Change Requested	Action	BOR

HSS

Prefix	Course Title	Credits	Change Requested	Action	BOR

LIB

Prefix	Course Title	Credits	Change Requested	Action	BOR

PVA

Prefix	Course Title	Credits	Change Requested	Action	BOR

SCI

Prefix	Course Title	Credits	Change Requested	Action	BOR

Next Meeting: The next meeting is scheduled for Thursday, April 22, 2010 @ 10.00 in the Provost's Conference Room. Curriculum proposals and topics of discussion should be submitted by 5:00 p.m. on Thursday, April 15, 2010.

Meeting Adjourned: Meeting was adjourned at 11:15