

AGENDA

Graduate Council & Graduate Curriculum Committee

PURPOSE: To advise the Graduate Dean on matters of graduate education including curriculum, policy, degree programs and program development, graduate faculty status, and special projects as needed.

February 10, 2011

Present: Randy Allen, Jeff Barnes, Matt Barton, Vik Brown, Bill Byrnes, Christine Byrnes, Bryant Flake, Nicole Funderburk, Sheila Johnson (for John Allred), Rick Lambson, Tony Pellegrini, Bart Reynolds (proxy for David Lund), David Tufte, Kelly King

Absent: Matt Neves, Lee Lovell, David Lund (Bart Reynolds proxy)

I. ANNOUNCEMENTS

1. 2011 Intermountain Graduate Research Symposium – USU- March 31 and April 1
2. \$5,000 for support of graduate student activities remains untouched and unless some demand is placed on the fund this year it will most likely disappear next year

II. INFORMATION ITEMS

1. SUU Graduate program Costs – Bryant Flake, Budget Office – Handout distributed.
 - Direct Cost of instruction is made up predominantly from faculty and staff salaries.
 - Deans' offices, provost office, financial services are all considered "indirect costs".
 - Jeff Barnes – recommendation to separate MACC/MBA so that they can more accurately track the individual programs. Bryant says that it can be done, but isn't sure at how useful that information will be.
 - Graduate programs generally cost about 1.5 x an undergraduate program in the same field, primarily because graduate classes are smaller, and the faculty have smaller loads. Something to keep in mind for planning purposes.
 - Cost of instruction has come down about \$1 million from FY 2009 due primarily to budget cuts.
 - The data MSFS is residual because there is actually no program.
 - Our guiding strategy at the moment is to try to accommodate the USHE 2020 plan. Programs are going to be asked to find as many effective ways of delivery as possible. We are trying to keep the personal experience at the undergraduate level, however, we also want to take advantage of online course offerings were possible.
 - Any future graduate programs will most likely need to meet a specific niche, and be able to balance the costs versus tuition generation.
 - Maybe for next year's report, break out the overload/adjunct costs, and FTE vs. online.
2. Enrollment reports – spring 2011 – handout
3. Final review of catalog copy will be Monday, Feb. 14 in AD 304 from 9am to 4pm

4. Tuition increases for 2011-12 and online linear graduate tuition rate in under consideration. Online graduate tuition will be at the in-state rate. The final decisions about tuition increases will not be announced until the final days of the legislative session (which ends March 10, 2011).
 - Bill pointed out the legislature has currently asked universities to work with budget projections for 2011-12 based on a 7% across the board cuts.
 - Possible tuition increase for 2011-2012 – base increase 2-5% on first tier tuition
 - SUU’s second-tier tuition increase might be between 5-8%.

5. SB 97 – Differential mission-based funding – includes SUU with USU and the U
 - Don’t know if it will go anywhere or not, but it is up for consideration.
 - SUU’s mission shift has been approved by the regents, so is not dependent on this bill.
 - Out of our peers, Truman State has been identified as the school to emulate, at least as far as offering accredited business programs like those offered at SUU.
 - Bill encouraged all committee members to look at the new peer institutions list and assess the points of similarity and differences with our graduate programs.

ACTION ITEMS

1. Curriculum Items on e-learning site – 3 consent and 3 substantive items (already posted)
 - **All items approved**

2. Change to Policy 6.51 by adding Thesis Title Page (Policy and proposed cover page attached). Vik Brown presenting
 - There is a need for consistency, which was reinforced by many committee members.
 - Jeff Barnes – likes the standardization.
 - Consensus – no need to actually change the policy; just require standard formatting of all submissions.
 - The line after the title should read **“A Thesis submitted to Southern Utah University in partial fulfillment of the requirements for the degree of ...”**
 - “Chairperson” changed to **“Chair”**
 - Pagination will start **after** the **signature page**

3. Revision to **Policy 6.45 Graduate Faculty** (left from last meeting – attached) – David Lund or Proxy
 - Jeff Barnes – In section III.B. change text to read **“may grant initial graduate faculty status to”** (All committee members present agreed with that).
 - Matt Barton – Section III.A. conflicts with III.C.6. Consensus - Add **“graduate or associate graduate faculty”** so that it reads **“All full-time faculty members, academic administrators, and adjunct instructors are eligible to be members of the Graduate Faculty or Associate Graduate Faculty.”**
 - Section F - Jeff Barnes said it needs to remain on a yearly basis to ensure we maintain rigorous accreditation standards.
 - Matt Barton – concerned with the workload associated with III.E.1. Others did not see the issue in the way the policy is worded and no changes were made.
 - **All members approved of the changes, and Bill will now take it to the Deans’ Council.**

III. DISCUSSION ITEMS

1. Tuition waiver update for 2010-11 and plans for 2011-12 – Bill Byrnes - handout
2. Policy **6.41 Program Reviews** – Input on policy working specific to graduate programs needed by March 24 (if needed) – Bill Byrnes
 - To section II.C.3, add in the words “**fit to the Academic Roadmap and to the SUU Strategic Plan.**” at the end.
 - Please look at this and give us input by March 24. Bill - We are trying to get all the review assessment things aligned because right now we are all over the place.
 - Assessment Framework handout from Bill.
3. Proposed changes to the Course/Program Change Forms – Feedback needed – Kelly already sent these to you
 - If you have issues, let us know because we are moving forward.
 - These versions reflect input from the Undergraduate Curriculum Committee.
4. Consistency of Policy **6.53 Graduate Graduation Requirements**, III. A. 6 and 6 a and b to Policy **6.52 Graduate Admissions**, III. E.4 – 6 years to complete program and acceptance of credit up to 10 years. (both attached) – David Lund or Proxy
 - **No changes were made in the expectation a student has 6 years to complete their plan of study nor was there a change in the current acceptance of courses taken up to 10 years.**
 - Christine Byrnes in the Registrar’s Office is the one that does the audit to ensure that the credits are within the 10-year window for graduation.
 - Jeff Barnes – when **Admissions brings in international students they need to require the students to provide text book and syllabus information because it is difficult to get later and keeps students from being able to enroll in classes. Nicole Funderburk will bring it up our international students admission committee about how to maybe make that happen.**
 - Bart Reynolds – What do we do about accepting transfer credits from Western Governors University where everything is pass/fail? If the WGU students don’t have a GPA how are we handling this? **Bill – will take it to Deans’ Council for guidance.**
 - Matt Barton – wants to add that students must maintain continuous enrollment, even if it is only one credit hour. Is there a policy somewhere else? It keeps the heat on the student. Maybe add in something under 6.53, under 6. **Bill – we can look at it at the next meeting.**
 - Matt Barton – who is “Graduate School” in 6.52, III. 3? Change the words to “**notify the applicant and Admissions Office**” to reflect what actually happens at SUU. **Bill – we can make that change as a correction.**
5. Proposed draft revision to Course Content Guides (handout at meeting) – Bill Byrnes
 - Ran out of time and didn’t get to this item.

Next Graduate Council meeting was scheduled for Thursday, March 24: **We will need to move the date and possibly the time of the March Graduate Council meeting due to a schedule conflict with the Board of Regents meetings.**

GRADUATE CURRICULUM COMMITTEE MEETING

Feb 10 2011
10 a.m., AD 304H

AGENDA

CONSENT ITEMS

EDUC

Prefix	Course Title	Credits	Change Requested	Notes
EDUC 6010	Classroom Management	3	Title changed to 21st Century Learning Spaces ; Course Sequencing changed to Fall, Spring and Summer ; Course Description Updated	Approved
EDUC 6030	Action Research	3	Title changed to 21st Century Research & Data ; Prerequisites changed to Admission to M. Ed., Admin. Lic., or Admin. License ; Course Sequencing changed to Fall, Spring and Summer ; Course Description Updated	Approved
EDUC 6910	Becoming a Master Teacher	3	Title changed to 21st Century Master Teacher ; Course Sequencing changed to Fall, Spring and Summer ; Course Description Updated	Approved

SUBSTANTIVE ITEMS

Prefix	Course Title	Credits	Change Requested	Notes
Graduate Studies in Education			University Degree Requirements; EDUC 6030 will replace EDUC 6440 in the degree requirements/table	Approved; pending new degree tables
EDUC 6898	Administrative Capstone Part I	6	University Degree Requirements; One of two required 6 cr. courses replacing 3 required 4 cr courses as part of the capstone experience.	Approved; pending new degree tables
EDUC 6899	Administrative Capstone Part 2	6	University Degree Requirements; One of two required 6 cr. courses replacing 3 required 4 cr courses as part of the capstone experience.	Approved; pending new degree tables