

GRADUATE COUNCIL Agenda

October 23, 2020, Online in Blackboard Collaborate, 2 pm

Members present: Anna Romanova, Tracy Griggs, Jennifer Jordan, Sherry Hoyle, Siobhan Brownson, and Tomoko Deguchi. Non-members/ex-officio present: Hope Johnson, Kori Bloomquist, Jack DeRochi, Eric Birgbauer, Tim Druke, Wanda Ebright, Greg Oakes, Lisa Harris, Steve Frankforter, Gina Jones, and Katie Dykhuis

Chair Anna Romanova (AR) called the meeting to order at 2:02 PM.

I. Announcements

AR welcomed Katie Dykhuis (KD) from the Graduate School. She announced that Cassandra Bland is no longer with the Graduate School. As a result, April Hershey (AH) will be the contact person for graduate petitions and KD will be helping with other graduate student and program concerns. AR also announced that because AH is on scheduled furlough, Siobhan Brownson (SB) will be taking minutes. AR asked if she might audio record the meeting to help SB with the minutes, and those attending the meeting agreed via the raised hands function on Blackboard Collaborate.

II. Approval of minutes from September 8, 2020. See the link below for minutes:

<https://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/Administrative/gcm-minutes-9112020.pdf>

Sheri Hoyle (SH) made a motion to approve, Tomoko Deguchi (TD) 2nd, the motion carried via hand raise function on Blackboard (BB).

III. Report from the Graduate Dean, Jack DeRochi (JD).

A. Graduate Enrollment Update Please see the attached PPT for Dr. DeRochi's full presentation. Highlights include:

--Total degree seeking enrollment is up, and not due to online but to on-campus enrollment. This is the first time we've been up in many semesters. Online enrollment was flat to slightly down. As we signed the Wiley partnership, the goal was to scale over time. JD made a special point to say that these good results would not have happened without the Graduate Student Office enrollment team of Katie Dykhuis, Daniela Aguilar, and Jessica Cauthen.

B. Important notes on Wiley Partnership Revenue:

For many programs, we are not making as much money because of reduced and free tuition, etc.

Points of context for partnership revenue:

--Wiley estimates approximately 3-38% indirect costs for campus based programs.

--by opting for partnership model, Wiley chose to avoid significant upfront investment as well as ongoing direct and indirect costs. So revenue share means we are getting additional revenue but we also are free of some costs.

--for example – what are the new costs for low-enrolled online partnership courses? The course the faculty member vacated in order to “borrow” that faculty

member for the grad course. That becomes an adjunct cost. Some Deans and chairs are trying to cut adjunct costs.

--we of course want higher enrolled online courses, but we are still doing ok in a low enrollment course.

--sample Wiley services that contribute – Wiley spent \$73,000 on engagement with students. They processed over 5400 applications.

--WU received close to 2 M. dollars. And costs were not high.

In conclusion, why we have this partnership and where we're going—as previously mentioned, we are working on a second suite of online programs including Sport and Fitness, Human Nutrition, and Literacy. We are hoping this proposal comes together within the next 2 weeks.

JD noted that he has been invited to present this update to FCUP.

C. Graduate Deans' Council is working on what Graduate Education week will look like under COVID. They are still aiming for 3-min thesis competition to run virtually.

D. Admissions Policy – Graduate Deans' Council is also working on the admissions policy for provisional and readmitted students. Only 15 were permanently dismissed out of 197 readmits. JD underscored that adding provisional admission has been a great success. As we constantly revisit our admissions requirements, we discover that provisionally admitted students are doing great, and that all but one were dismissed during their first semester. Perhaps we could revisit at the next meeting of Graduate Council whether we are requiring provisionally students to stay in that status for too long. Eric Birgbauer (EB) asked about retention. JD said retention is 90-95%. He further commented that what is exciting is that that figure is the same as the retention rate for fully admitted students, strong evidence that the program of provisional admission is succeeding.

IV. Old Business – none.

V. New Business

a. Review a draft of Graduate Council 500-Level Course Report 2018-19. Please see the attached full report.

AR complimented the committee on its great work. AR created a document summarizing the report, attached to these minutes. Highlights of the summary include: Major sections of the report were motivation for review, committee actions, and outcomes. AR remarked that the big hurdle is in approval of 500-level courses by Graduate Council, and that what makes the graduate content rigorous is currently not particularly clear. She also highlighted that for SACSCOC more is not the same as rigor. She further commented that most likely we all do all these things but don't put our actions down on paper. So we can think about how to satisfy rigor requirement. Greg Oakes (GO) gave a link to WU graduate rigor policy. AR further specified two questions up for discussion today:

1. Should a rigor statement be included in Curriculum Action system? AR commented that the issue is we don't have a precise definition of graduate rigor in 500-level courses.

2. Should Curriculum Action system be modified to include a more direct explanation on how 500 level courses differ?

During the discussion, GO thanked Anna for her summary and reminded folks that we have a graduate course rigor policy approved by Graduate Council last AY, and that he had put the link up earlier in the meeting. GO further summarized that the policy includes some suggestions about how to maintain rigor. Furthermore, the policy has a requirement that separate syllabi are needed for undergraduate and graduate students. GO also highlighted that SACSCOC requires documentation of greater rigor and suggested the most obvious place to do that is in course syllabi. GO continued that right now there are large numbers of courses that do not address the rigor issue at all. GO concluded that it's important that we continue down this road of providing faculty some guidelines for demonstrating rigor.

AR thanked GO for the info, said she would send the link to Graduate Council, and suggested that perhaps we should consider adding this same link to the Curriculum Action system so that applicants can have correct info right where they need to fill out that section of the application. She mentioned that the link is to a very detailed policy that may answer many of our questions.

Tim Drueke mentioned that WU is in the middle of an RFP for a replacement of the current Curriculum Action System, and starting some time in 2021 the old system will be replaced with a much more flexible and dynamic system where it is easier to make changes. The bid will be awarded Nov. 20.

GO also reminded us of the graduate assessment matrix which, while still in development, is expected to be part of each graduate program's Program review every 7 years, and that the matrix is a good reference point for faculty to reinforce that rigor is necessary. AR commented that perhaps the matrix could be pulled into the Curriculum Action system. GO further commented that graduate programs need to work internally on disseminating information to faculty to ensure graduate rigor in 500-level courses; that with respect to the 18-19 Graduate Council report, some of the advice is not correct enough or specific enough to be very helpful; and that it might be good to develop some best practices to distribute to faculty to guide them.

AR suggested that Graduate Council begin with setting goals for the next few months, such as delineating what changes to make to the Curriculum Action system and what information to give to faculty regarding graduate rigor in 500-level courses. AR agreed with TD that correctly filling out the graduate rigor box in the CA system should be mandatory and that having a standard procedure in place is something the Council wants to achieve.

EB remarked that people filling the form don't really know how to correctly complete it; TD in chat suggested that we look at the existing instruction manual for ideas on how to guide faculty and chairs filling out the CA form.

AR offered to put together a draft of instructions for the next Graduate Council meeting. She asked that if we have any suggestions, to send them to her. This offer was approved in BB chat by TD, TG, and SB. AR thanked the group for the discussion.

VI. Curriculum action:

You may log in and review prior to the meeting at:

<https://apps.winthrop.edu/courseaction/>

a. Modify course: ANTH540 – approved.

- b. Modify course: BIOL542 – approved.
- c. Modify course: NUTR 611. Vote not needed.
- d. Program Change: Modify MS-NUTR: Creating a unified program version that allows for flexibility with thesis/no thesis option - approved.

VII. Graduate Faculty Status Requests

- a. Sara J. English - approved
- b. Lauren McCoy - approved
- c. Joi D. Anderson – approved - approved
- d. Ja'Shaun Blanding - approved
- e. Matthew Stern – approved

VIII. Graduate Petitions

- Voting Graduate Council members can access the petitions through MS Teams at <https://www.microsoft.com/en-us/microsoft-365/microsoft-teams/group-chat-software>
- a. Graduate Petition 2020-21-4: Count out of date transfer courses – Approved by electronic vote on October 16, 2020

IX. Adjournment – AR adjourned the meeting at 3:29 PM.

Future 2020-2021 Meeting Dates (Online in Blackboard Collaborate)

December 1, Tuesday, 11:00 am

January 22, Friday, 2:00 pm

March 9, Tuesday, 11:00 am

April 20, Tuesday, 11:00 am

Graduate Faculty Assembly and Graduate Council Website:

<https://www.winthrop.edu/graduateschool/graduate-faculty-governance.aspx>

Curriculum Action System Access (click on as Graduate Council Chair)

<https://apps.winthrop.edu/courseaction/>

2020-21 Committee			
Voting Members <i>*The voting members of the Graduate Council also serve as the Graduate Petitions Committee.</i>			Term Expires
Anna Romanova, CBA, Chair	romanovaa@winthrop.edu	Elected (CBA)	2021
Tracy Griggs, CBA	griggst@winthrop.edu	Appointed (VPAA)	2022
Jennifer Jordan, COE	jordanje@winthrop.edu	Appointed (VPAA)	2021
Jennifer Dixon-McKnight, CAS	dmcknightoj@winthrop.edu	Appointed (CAS)	2023
Sherry Hoyle, COE	hoyles@winthrop.edu	Elected (COE)	2021
Siobhan Brownson, CAS	brownsons@winthrop.edu	Elected (CAS)	2022
Tomoko Deguchi, CVPA	deguchit@winthrop.edu	Elected (CVPA)	2022
Ex Officio, non-voting			
Hope Johnson	johnsonhs@winthrop.edu	Elected, Library Faculty	2021

Kori Bloomquist, UC member elected by GFA	bloomquistk@winthrop.edu	Elected, GFA, CAS faculty	2023
Jack DeRochi Grad School Appointed Ex Officio, Grad Dean	derochij@winthrop.edu	Graduate Dean, Appointed Ex Officio	--
April Hershey Grad School Appointed Ex Officio	hersheya@winthrop.edu	Grad School, Appointed Ex Officio	--
TBA		Student, CAS Appt. Ex Officio	2021
Alexis Brindley	brindleya@winthrop.edu	Student, CBA Appt. Ex Officio	2021
Eric Birgbauer	birgbauere@winthrop.edu	GFA Chair	
Tim Druke	druket@winthrop.edu	AVP, Academic Affairs	
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Adolphus G. Belk	belka@winthrop.edu	Faculty Conference Chair	