

GRADUATE COUNCIL
Winthrop University
Friday, January 19, 2024
Zoom

Members present: Dustin Hoffman, Tony Strange, Tim Drueke, Jessie Hoffman, Vanessa Valdez, Charles Randle, Gina Jones, Stephanie Sutton, Lorrie Crochet, Lisa Harris, Eliza Ackerman, Greg Oakes, Brantley Therrell, Tracy Griggs and Gabby Jacobsen

- I. Announcements
DH (Dustin Hoffman): we are still planning for in-person for Tuesdays but let me know if you have concerns about that. I always appreciate in-person, but this seems to work well for Fridays.
- II. Approval of minutes November 28, 2023. See the link below for minutes:
<https://www.winthrop.edu/graduateschool/graduate-council-minutes.aspx>
Motion to approve: CR (Charles Randle). Second: SS (Stephanie Sutton) and TS (Tony Strange). Approved by acclimation vote.
- III. Report from the Graduate School Dean, Jack DeRochi
DH: I had emailed out Jack's notes recently so hopefully have a chance to read through. I'm going to skim over highlights. There's an enrollment table that marks a 10.5% decrease in enrollment over credit hours. This is focused on those stats over the last year. Jack notes signs of improvement. He also noted this is national trend following the pandemic. He noted good news of improvement with retention rates, only 5% attrition and an increase of 1-2% is the goal. Noted that the interest in online is up, especially with 100% online enrollment. He went on to note exciting news that Winthrop is looking at plans for first its first ever doctorate. Lisa should be talking about that down the pipeline. Launching in 2025. This does include us, as they are looking at curriculum action soon, SACS, COC, approval and visits. The Graduate Open House is February 6th. And Graduate Student Appreciation Week is April 1st-5th. This includes the usual 3-Minute scholarship competition so please encourage students to consider applying.
- IV. Old Business – None
- V. New Business
 - a. Curriculum overview for EdD in Learning, Leadership, and Organizational
HD: we're going to start with Lisa to talk to us about the new doctorate. LH (Lisa Harris): I can send some slides that I presented to the College of Education. You will be getting all this info in a form that you can read. The reason I wanted to talk today, is that we will be voting on the curriculum action for this in the beginning of March in the College of Education, which means the next step is coming to this body for a vote. It is a new program but also new classes so this is a heads-up. I'm sorry but it's going to mean a bunch of clogged up stuff in Coursedog. We have had a multi-discipline group looking at this, from the

College of Ed, College of Arts and Sciences and the College of Business. There have been lots of eyes on it, not just our college. It is an EDD in Learning, Leaderships and Organizational Change. This will be supporting developers and leaders in P12, higher education and also non-profits, educational policy professionals and corporate trainers. So more than just those in the school system. Focused on learning service and advocacy. Focus on theories of learning, recognizing the needs of various constituents, facilitating positive change for the organization and the community. The dissertation is grounded in a problem of practice. Wherever the students are working they are going to locate something they need to think about – so all the parts of a dissertation, but a very grounded action type. We're using the Carnegie Action Project for that. The Carnegie Project organization that you can join has helped facilitate process - really helpful regarding best practice and helping students. For curriculum action, it is a 51 hour program. You have to have a masters to be admitted. We will have an outside consultant, part of CHE approval - they haven't seen this yet which is why it's tentative. 18 hour on core courses, 2 course per degree name: 2 in education, 2 in Ed Leadership and 2 in Organizational Change. Everyone felt strongly regarding dissertation hours that these are courses that you take throughout the program to help in writing. Literature Review, Research Design and Data Analysis Results and Conclusions. We're formalizing this so you can help people get through their dissertations - some of us had this during our dissertations and some of us didn't. The cognate could be courses that we currently offer in our master's program, or additional courses that we come up with, but they are broad so they don't have to take the in the College of Ed. EdS we do have, so those would be courses they might want to cognate. Advanced degree for psych. Then courses provided by CAS and CBA: global women's engagement, social work classes. Options across campus for a cognate. GO (Greg Oakes): would it be helpful in developing those cognate avenues or ideas, to package those or leave to the vagaries of course offerings? LH: a little bit of A and B. Any ideas you have - certainly packaging, but also the conversation was that some of it is up to what's being offered. We're looking at offering a whole bunch of new classes in a degree that only a small % of the population that pursues an advanced degree. We're not talking large numbers, so we'd want to work within the structure we already have. GO: is Margaret going to continue to be on the discussion group with you? LH: good questions. We'd certainly continue to talk to people especially once we get the consultation. GO: I'll submit my own name as a friendly observer to keep track of offerings we have on the graduate side and coordinate with you all. LC (Lorrie Crochet): is there interest in the arts? LH: yes. LC: we'd probably be able to have a conversation. TD (Tim Drueke): Lisa, Jack and I talked about logistics, and also utilizing masters as part of the cognate if we didn't already have that cognate here. Thinking about someone who already has a master's in MAAA so they can use that in the cognate. No reason we can't use someone who has a master's in that cognate role. If we do that those 9 hours would need to be replaced with electives to make the 9 hours so that we'd still get to 51 credit hours. LH: great suggestion Lorrie to include the arts. DH: I have a few questions. Lisa, thank you first for preparing us with this content. I see things through Coursedog and it's good for streamlining but sometimes gives minimal information. I appreciate this conversation ahead of time. Certainly the most complex curriculum I'll see in my

time here. First, when are you thinking about this coming through - this semester?
LH: yes that's the goal. It is going through the College of Ed March 1st. This next meeting is March 5th, which is too close, but there's another in April I think. When talking with Tim and Jack, we might request a meeting before the last meeting, a special meeting, because we'd love this to get through GFA by May otherwise we have to wait over the summer for voting in August. That's not the worst thing but it would be better if we can get through it. It would be visible to you guys after March 1st. DH: we should be able to facilitate that. Especially if we can be flexible on zoom. Next question is about the curriculum action themselves – personally thinking Coursedog is so minimal, I'd appreciate more context and I miss all the stuff that would go through grad catalog. If you're willing to send them, it would be good for us to review. TD: everything should be there. Everything that goes into the catalog will be in Coursedog. You might need a refresher as some things don't appear to be there but if you click into them, everything in the catalog is in the system. Several other things, like policies we need to come up with. Dissertation policy. Or adjust the thesis policy to expand to dissertation. LH: comprehensive exams. Committees for competencies. Anything we don't have in place that we don't do now. We do have to submit it to CHE and SACS so that's where some of the policies will be made evident, in that documentation. So this body will also be involved in review those policies. But my assumption is that goes into next year. TD: yes I would assume next fall. VV: what about sharing credit, if you're requiring them to have masters, and we're using some of those for PhDs, can they use a class they had a master's level and if not is there any alternative - making sure there are enough courses. TD: this is a big package to CHE because it's our first. We need to request a level change, change to admissions. SACS get a level change prospectus and they come on campus within the first 6 months of the program start. Working on a schedule to submit by October 1st to CHE and SACS. If we get the curriculum through academic year, we can consult over the summer. We'd have first cycle in the fall to fix and make adjustments sufficient for October 1st. Getting preliminary information to the board in June and formal approval in October. DH: any other questions for Lisa? Again, thank you for this heads up and context for the framework for a big important thing coming through council. I'm glad for a good voting group.

b. Graduate Petition process review

DH: one other new piece of business. With voting members with petitions coming through we're seeing them in different variations of completeness, and I wonder if we can help with that process. The pandemic shifted to all electronic. These forms clearly come from being in print with passing off signatures. I don't have the capabilities, but I think about the Qualtrics forms we see and those work well, if we move petitions to something like a Qualtrics, is that falling on Gabby maybe? I've already talked to Nicholas in forming a sub-committee with me, so maybe get a few others of reviewing that process. I'd like to see something more electronic. Help with uniformity and so it doesn't come to us and we have to bounce it back. Question for Tim, do we need all of those signatures, advisors, chair and graduate director or dean? I know sometimes the advisor and grad director are same person. Can we cut to just chair, dean and student? VV (Vanessa Valdez): CBE is

setup differently than others. The department chairs aren't as involved in that piece. They aren't involved in petitions - I am the only one who does the advising. So for ours you only see myself and P.N., but I don't know how others are setup. If department chairs are as involved. GJ (Gina Jones): ultimately who decides what signatures are needed is the Graduate School. We used to do them years ago and liked them online. When we transitioned from here to the Grad School, someone was working on trying to get those online. First it has to be a login because student is provided and there is an issue with uploading docs. So it needs to be robust enough. So that's the challenge. BT (Brantley Therrell): I was working on it – we built an online petition process, but we keep getting errors and I don't want to put it out there is there are errors because I don't fully trust it. DH: this is useful background. I wasn't aware of what's been tried in the past. Brantley I'd be happy to assist or from our perspectives or needs from the voting perspective. Completely understand it has to be confidential and safe. GJ: one thing we do on the undergrad level is we don't email those petitions out. We have an intranet for Records and Reg and I've given certain access to certain people and put those in sharepoint and committee members go in and read rather than disseminate via email. TD: we can create a teams with members. Academic Council does this as well, we don't really mail documents out. TG (Tracy Griggs): we did that a few years ago, we had them on teams. And just created a folder. Brantley might have access and made me the administrator. So that could be resurrected. One place for everyone. I think we went through this when Lisa was chair. It all came down to can you get the documents and for everyone to see the documents in one place. So that one that April and Brantley were working on went really well, but still felt archaic. Someone has to put the documents in and it was just easier to put on teams and then we'd talk. Part of the problem was that we were trying to do this online - so someone could vote, and once all votes were in, we would have a permanent record of it having passed. But all the other times the chair goes in and just says it's approved. I'd hate to give up when we're so close. VV: what are the documents you're getting? If it's just the justification maybe that can just go as a text in the form and you can look up the evaluation in degree works. DH: I think the issue being caused is the form isn't completed. Or not understanding that the forms and signatures are different from different colleges. I'll say Brantley has done a stellar job getting us the forms. And some ways email is easier than having to go into a system. I think it's in people turning in the form, trying to figure out if all the pieces are there. Justification sometimes is pages and sometimes one sentence. So maybe consistency with what we're asking for. I propose talking to more grad council members to modify the process. So long answer, I'll continue to talk with grad council members, I just wanted to bring it up here for the minutes. BT: I do upload all petitions to the graduate sharepoint. I do also email but whatever is most convenient. The only one that isn't on there is the one that we got this week. DH: you've been great getting us those in multiple ways. CR: I don't mind work on that committee. SS: I'd love to work on that as well and geek out over policy.

- VI. Curriculum action – Please review these prior to the meeting by logging into [Coursedog](#)

Curriculum Changes Requiring a Vote: None

CR: I looked in Coursedog and saw two things requiring votes. DH: I had checked with Gina, but maybe that's for next meeting? GJ: looking now. I had not seen those. I think they are a modification – I don't think it needed our approval. It was just approved on the 17th so it just fell into the queue. So that's not enough time to look. S: 601 is changing the course from directed study to independent study. GJ: that won't even need a vote from this body. And Stephanie, that lab fee reference is a different process. In fact I'll remove that reference as it doesn't happen here. The 593, that too also just got to our queue so that'll have to wait till next time. DH: thanks to Charles for checking diligently. TD: there will be a few changes with masters of music. Unfortunately they went in incorrectly. So Lorrie I'll talk to Elisa – it was incorrectly routed to undergrad curriculum - about proper submission as single major with 3 concentrations as opposed to 3 submissions. So probably close two of them and modify the one. The challenge is in tying it in with banner. GO: we have some changes to MLA that we're having a hard time getting through to this body. But they just decided they wanted to make another change, so sending that back and add a few other items, create a 4 + 1 accelerated. Tim, does that require CHE? TD: no, an accelerated doesn't. Is the new one coming through a new concentration? That would require CHE. GO: I don't think so. Just changing the hours of the required course. TD: then it wouldn't. Poly-sci adding new concentration that's what I was thinking.

VII. Graduate Petitions

a. **Petition 1: Academic Forgiveness**

Voting members present: SS, DH, CR, TS, JB (Jessie Baldwin). Approved by acclimation vote.

b. **Petition 2: Readmission**

Voting members present: SS, DH, CR, TS, JB. Approved by acclimation vote.

VIII. Adjournment

2023-2024 Meeting Dates

Tuesday, September 5, 2023 at 11:00 am
Friday, October 20, 2023 at 2:00 pm
Tuesday, November 28, 2023 at 11:00 am
Friday, January 19, 2024 at 2:00 pm
Tuesday, March 5, 2024 at 11:00 am
Tuesday, April 16, 2024 at 11:00 am

Graduate Faculty Assembly and Graduate Council Website:

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

CourseDog

<https://app.coursedog.com/#/login>

2023-2024 Committee			
Voting Members <i>*The voting members of the Graduate Council also serve as the Graduate Petitions Committee.</i>			Term Expires
Dustin Hoffman, CAS, Chair	hoffmand@winthrop.edu	Elected (CAS)	2025
Stephanie Sutton, CVPA, Vice Chair	suttons@winthrop.edu	Elected (CVPA)	2025
Nicholas Moellman, CBA	moellmann@winthrop.edu	Elected (CBA)	2024
Tony Strange, COE	strangea@winthrop.edu	Appointed (VPAA)	2024
Edward Randle, CBA	randlee@winthrop.edu	Appointed (VPAA)	2026
Jessie Hoffman, CAS	hoffmanjb@winthrop.edu	Appointed (VPAA)	2026
Sherry Hoyle, COE	hoyles@winthrop.edu	Elected (COE)	2024
Ex Officio, non-voting, and other invitees			
Cody Walters	waltersw@winthrop.edu	Elected, Library Faculty, Non-voting	2024
Chris Ward	wardc@winthrop.edu	Elected, GFA (from CUC), Ex Officio	2026
Jack DeRochi	derochij@winthrop.edu	Dean of Graduate Studies, Online Learning, and Extended Education	
Gabby Jacobson	jacobseng@winthrop.edu	Grad School, Appointed Ex Officio	
Eliza Ackerman	ackermane2@winthrop.edu	Student, COE Appt. Ex Officio	
Maddison Foss	fossm@winthrop.edu	Student, CVPA Appt. Ex Officio	
Tracy Griggs	griggst@winthrop.edu	GFA Chair	
Tim Drucke	drucket@winthrop.edu	Assistant Provost for Curriculum and Program Support	
Gina Jones	jonesgg@winthrop.edu	Registrar	
Maria D'Agostino	dagostinom@winthrop.edu	Associate Registrar	
Lorrie Crochet	crochettl@winthrop.edu	Graduate Director, CVPA	
Greg Oakes	oakesm@winthrop.edu	Graduate Director, CAS	
Lisa Harris	harrisl@winthrop.edu	Graduate Director, COE	
Vanessa Valdez	valdezv@winthrop.edu	Graduate Director, CBA	
Brantley Therrell	therrellb@winthrop.edu	Graduate Petitions Coordinator	
Adam Glover	glovera@winthrop.edu	Faculty Conference Chair	

