FHSU Graduate Council

Meeting Agenda

Wednesday, February 9, 2022

Attendance: Dr. Jerrie Brooks, Dr. Valerie Yu, Dr. Janelle Harding, Dr. Yuxiang Du, Dr. Gary Anderson, Dr. Kim Perez, Dr. Perry Harrison, Dr. Jian Sun, Dr. Eric Gillock, Ms. Angela Walters, Dr. Karmen Porter, Dr. Brent Goertzen, Dr. Brian Weber, Dr. Philip Olt, Dr. David Fitzhugh, Dr. Kim Chappell, Ms. Rhonda Weimer, Dr. Suzanne Becking, Dr. Pauline Scott.

Old Business & Updates

1. Graduate School personnel updates
   * New staff- Caylan Harris (Academic Program Specialist/Administrative Specialist), Bonnie Werth (Academic Program Specialist), Tyann Schremmer (Degree Analyst A-L), Lisa Ochs (Degree Analyst M-Z)
   * Continuing staff- Shianne Clark (Academic Program Specialist)
2. Strategic goals for the Graduate School
3. Engagement/retention ([Goal 2](https://www.fhsu.edu/president/strategic-plan/untapped-potential/goals#goal2): Student Success)
4. Virtual Lunch & Learn series (simulcast on [Facebook](https://www.facebook.com/FHSUGraduateSchool))
   * + - Continuing series- last week was Meeting Management and Leadership.
       - Interviewed the presidents of Faculty Senate, Staff Senate, and Student Government.
       - Next week (Feb. 17)- Workplace Communication
       - Facebook Live @ 12pm and will be recorded
5. Marketing/recruitment ([Goal 3](https://www.fhsu.edu/president/strategic-plan/untapped-potential/goals#goal3): Strategic Growth)
6. Grad/career fairs
   * + - Virtual Grad fair in May
       - Looking for other opportunities whether virtual or in-person
7. E-newsletter (Brag points welcome for Sp22 issue)
   * + - Please send information on any alumni to feature
       - Fall issue featured an alumni from MFA program
8. External funding ([Goal 4](https://www.fhsu.edu/president/strategic-plan/untapped-potential/goals#goal4): Resources & Infrastructure)
9. OSSP report
   * + - Misty was unable to attend- the information is as follows:
         * FY22:

24 submissions totaling $6.8 million

11 awards totaling $3 million

We should be getting another roughly $2.4 million in awards.

This time last year:  
36 submissions totaling $5.6 million

20 awards totaling $862,000

1. [Graduate School Endowed Scholarship](https://www.justgiving.com/campaign/graduate-school-endowed-scholarship) fund update
   * + - Feed the Tiger Crowdfunding program, Tiger Giving Day. Our scholarship will be one of the options. Hoping to gain contributions. Hope to reach the $10,000 goal in the next 2 years.

New Business

1. Curriculum Committee

* Program Approvals

(None this month)

1. Course Approvals
   1. **INF 601G Advanced Programming with Python**

The committee reviewed program documents. The course was approved with the following recommendations:

1. Increase the differentiation of the CLOs
2. Add decimals to the grading scale
3. Differentiate assignments between grad and undergrad (i.e., include the rubrics)
4. Detail the assignments to increase clarity and specificity (i.e, mini projects)

Moved - David; 2nd - Brett

Committee voted to approve 10 –– 0 – 0

* 1. INF 601G- Previously, approved with recommendations. Kim would like to strike that and the course is ready to approve. Revisions were made based on the recommendations and they looked good
     1. Kim moved for approval of the INF 601G
        1. Karmen 2nd motion
        2. No opposition
  2. **CSCI 831 Advanced Operating Systems**

The committee reviewed program documents. The course was approved with the following recommendations:

1. CLOs are vague and will prove difficult to measure
2. Grading scale should use decimals
3. Extra readings were noted, but were not actually extra
4. Assignments need to be aligned to the CLOs

Moved - Karman; 2nd - Angela

Committee voted to approve 10 –– 0 – 0

* 1. CSCI 831- There were a few things to clarify, but overall the committee felt that it was a solid graduate level course. There are a few minor details and they are working on those revisions and will get those back soon.
     1. Kim moved to approve this on pending those revisions
        1. Rhonda 2nd motion
        2. No opposition

Kim also announced that a [link for how to develop curriculum](https://www.fhsu.edu/academic/gradschl/Graduate-Faculty/graduate-council-curriculum-page) was posted on the Graduate School website. The link can be found on the Graduate School website in the Graduate Faculty page, then the link is towards the bottom of the page, Graduate Faculty Curriculum Development can be found just above the Graduate Council Meeting minutes, with a link for the page.

1. Appeals Committee (nothing to report this month)
2. Discussion and possible Action item: Policy related to transfer credit & shared credit
   1. Dual degrees would be beneficial to FHSU. However, the ad hoc committee wanted to ensure that we close loopholes so that courses are not counted towards multiple degrees. Rhonda also mentioned that they wanted to ensure that departments still had the control of the decision whether this will work for each department’s program. The program/department will decide if this works for them. There is already a policy for that a student must obtain a minimum of 50% of their credits from FHSU.
   2. This will not be a “make your own degree”. It must be submitted as a program of study for a dual degree to be approved through the curriculum process, and both programs must accept the student. A student will not be able to pick and choose which programs they want to obtain dual degrees in. There will be a separate application for a dual degree on the Graduate School page.
   3. Kim Perez questioned how we could tell that a student was disbanded from their previous institution since our policy states that students cannot be enrolled currently at another institution.
      1. We receive a final transcript from the student’s previous institution. Ultimately, there is no ironclad way of preventing a student from enrolling in another degree program elsewhere after they are admitted to FHSU; however, we will not accept subsequent transfer credit if they are enrolled in another degree program.
   4. Jerrie questioned about the hours to be counted. For example, for a department that has programs that are similar courses on different programs.
      1. Discussion ensued to recommend that the credit hours could not exceed 50%. Then, that the total credit hours must be less than 50%
      2. Individual degree programs are established by their respective departments.
   5. David discussed that degree programs that are 30 credit hours and 60 credit hours, less than 50% of shared classes could still be more than 12 credit hours.
      1. Kim mentioned that this was why they were concerned about using 50% language.
      2. Phillip mentioned that maybe we could use 15 credit hours, because there are not any degree programs that have less than 30 credit hours this would include the 50%.
      3. Phillip also brought up an issue with the accelerated program and how those hours would be counted, especially since there is confusion with how Workday counts these hours and how the dual degree program would be listed on a student’s diploma/transcript.
      4. Angela discussed that the way we set it up as a program of study would be how it would be printed (Ex. Master of Business Administration, Master of Nursing). We will have to cross that bridge when we get to it.

Discussion ensued with the amendment for the language to include:

* Departments would make the decision for their agreed upon dual degrees
* The credit hours are capped at 15 hours, and each department/programs have the authority to make this lower if they decide to.
  1. Brent moved
* Valerie asked that if a student that was accepted to a program changed their mind and decides that they want to complete a dual degree program for an approved program, would they have to reapply to the Graduate School again?
  1. Yes- they would have to reapply
  2. The relevant classes already taken would count towards the dual degree.
* Motion continued and was 2nd by Valerie
* No opposition

1. Discussion and possible Action item: Policy related to Comprehensive exam reporting
   1. Since we have the Comprehensive Assessment now, programs are expected to do evaluation and assessments
   2. At the Graduate School level, what we absolutely have to know in order to confer a degree, is whether or not a student passed or were unsuccessful in their comprehensive assessment.
   3. Angela is currently working on a way to collect the pass/fail information in Workday. The deadline will be later than what the comp. ballots were previously submitted.
   4. A comprehensive assessment does not have to be a standard exam

* In the policy manual- comprehensive exams were changed to comprehensive assessments.
* David motioned that the changes be approved
* Rhonda 2nd
  + Further discussion ensued- Angela W. had a question on the timing of submitting the comp. exam.
  + The way the policy is currently written that normally comp. assessment is taken upon completion of all courses in the program of study or in the final semester of enrollment.
  + Angela W. asked if a student could come back and take their comp. assessment later?
    - Brent asked to be able to include flexibility for students to complete their comp. assessment at a later time.
    - Angela mentioned that with this language, it not necessarily precluded, but it does not say that it cannot be taken later.
      * David mentioned that language can come into play individually with each program’s policy. Such as, how many times does a department allow a student to take a comp assessment before a student is done. But, departments and programs should have their own individual policy that addresses this based upon the program.
      * Angela agreed that each program should specify the amount of times taken and when a comprehensive assessment should be taken.
      * Karmen asked that as new graduate programs develop does there need to be a process to be reviewed to make sure that their comps are appropriate.
        + David mentioned that a when a new program are reviewed, perhaps that is when a program’s final assessment be reviewed as part of that as well.
* The motion from David and 2nd from Rhonda continued regarding the changes to the comprehensive assessment changes.
* There was no opposition

1. Discussion and possible Action item: Policy related to CR transfer courses
   1. There was a question regarding a student who received CR from another regionally accredited institution, which was essentially CPL. However, our current policy does not accept CR transfer credit.
      1. The only reason found so far, was just that that was the policy.
      2. Brent asked if there was a legitimate reason for this. If there is, then the policy should stay. If not, wouldn’t it be better to accept it as the environment is changing with more institutions accepting CPL and CR is essentially the same? However, he wanted to also add that department or programs have the final authority to whether or not CR is accepted.
      3. Kim discussed that FHSU does currently accept CPL for the accelerated programs already within the university. And isn’t as concerned about the GPA on the courses requested to transfer in, especially since the student would have received credit for the course from a regionally accredited institution. Their GPA from FHSU is more important of the courses taken here. And she does not see a problem with bringing in CR credit. Also, Brent had mentioned that there will be more situations for this request to occur based on the changes in the educational field. Kim agreed with Brent’s point that there will be more requests for this situation in the future, so it would not be a bad idea to get ahead of the curve. Additionally, she agrees that the departments should be allowed flexibility, especially for accreditation issues.
      4. Rhonda agrees that departmental flexibility is necessary. However, the Grad. School should set a maximum. David agrees with this point as well. Brent brought up that there is a maximum for CPL currently and that is what the maximum should be for CPL/CR courses.
      5. Several faculty members stated that at their previous institutions, any transfer courses were not calculated into the GPA. Kim discussed that CR was accepted, but only A and B grades were accepted.
      6. Karmen stated that departments need to have this in their policy, especially as new programs are developed.

* Angela asked to table this with expectation for suggestions in March

1. Discussion and possible Action item: Policy related to ESL leveling/testing
   1. Currently, TLC that the university is soon going to be using is not on our list of eligible testing that we will accept.
   2. Their standard classes go up to a level 9
      1. When we looked at a side-by-side comparison with what we would expect from TOEFL or Duo Lingo, it was just under what we expect from these other tests.
      2. Angela talked to The Language Company and they said that some graduate schools have additional advanced English modules (9+)
      3. Angela is recommending a 9+2, because that puts us on par with other schools that use The Language Company. The list was provided regarding each module that would need to be completed.

* Angela is proposing a 9+2 for the students that go through The Language Company for English testing with TLC
* Phillip moved
* Kim 2nd
  + Pauline asked if there was any wording in the policy that allows departments set to required additional requirements as needed based on the program- she believed their used to be. However, there was not anything in the policy.
  + Jerrie asked that wording be added to the effect.
  + Rhonda recommended to add “programs may have additional requirements”. For example, the Nursing program may require different that is more specific to Nursing.
* Angela updated the proposed changes to include: Unless a program specifies the test that is to be used and/or additional requirements, an applicant only need submit one of the scores and it is their option as to which
* After the discussion
  + Phillip moved to accept the amended changes
  + Kim 2nd
  + No opposition

Coming Up

* Athletics (basketball tickets & recognition opportunities)
  1. Games Feb. 10th, and Feb. 23rd
  2. Grad School is not planning to purchase tickets next year due to lack of interest
* Next meeting: Wednesday, March 9
* Capitol Graduate Research Summit: Tuesday, March 29
  1. Event was changed from Feb. 16th due to almost all the other events in the Capitol building going virtual and wanted to give the students attending an opportunity to have more foot traffic to view their projects.
  2. This also will coincide with the KBOR meeting, as well as the Lt. Governor is available and will address the group that morning.