

Graduate Course and Program Review Committee

Minutes

August 30, 2022

Via zoom: 4524214348

Present: Chad Baker, Joe Behun, Jasmine Campbell, Robyn Davis, James Delle, Bertha DeJesus, Ollie Dreon, Leslie Gates, Ann Gaudino, Christine Gaudry, Aileen Hower, Lauren Kaiser, Susan Kopecky, Lucie Lehr, Ann Marie Licata, Julie Lombardi, Cayleigh Minter, Nicole Pfannenstiel, Beth Powers, Jordan Rast, Kelly Rotondo, Karena Rush, Melissa Tineo, Scott Warner, Tiffany Wright, Sepi Yalda

1. Review and Approval of April 2022 Minutes:
 - a. R. Davis motion. B. DeJesus second. Approved.
2. Introductions and Welcome:
 - a. Ann Marie Licata, co-coordinator LDTL program (voting member)
 - b. Kelly Rotondo, Doctorate of Nursing Practitioner program
 - c. Christine Gaudry, Language and Culture Studies program
 - d. Melissa Tineo, Graduate Office
3. Special Guest- Jasmine Campbell, *Interim Director* in the Office of Student Accounts:
 - a. Invited to discuss the possibility of billing with a total amount due instead of line items. School districts often don't pay fees if not rolled into total cost. This is a recruitment issue.
 - b. It was reported other schools are directly advertising this difference to prospective students.
 - c. Ms. Campbell explained charges must be separate due to different accounting strings in Banner, and cannot be combined.
 - d. Coordinators hear other universities are able to do this. The group was asked to submit specific examples to Ms. Campbell so that she can investigate.
 - e. The Office of Student Accounts will look into providing payment deferrals for related billing issues.
 - f. Doctoral students at MU do not pay the general or tech fees but their fee is listed separately. The group would like to see the difference between master's and doctoral students' bills.
 - g. We are reminded that as PASSHE member we do not have the same wiggle room in general on things like tuition.
 - h. We are also reminded that each school district is different is different via their bargaining agreements on how they reimburse.
4. Updates and Announcements: (Grad Dean)
 - a. PASSHE graphs show MU is the only member with positive graduate level enrollment growth. Continuing Education is included (student credits count but

the fac workloads do not here). Some grad programs support CE and should be recognized.

- b. Programs need to be quicker with admissions decisions. This would help enrollments. Keep in mind some students take the first school offer.
 - c. We should be paying attention to waitlisted students and folding them in as soon as we know of admittance rejection.
 - d. Academic Partnerships is a online program management company we are considering contracting with. Overall cost/benefit analysis needs to be completed first.
 - e. We would benefit from a policy stating what is the credit amount for a graduate student to be considered full time. Currently understood as 9 credits. A 6 credit policy would benefit several groups such as student athletes, financial aid recipients and international students as it will align with their rules. This number is a local decision. For students doing internships maybe a “Certificate of Equivalence” would help.
 - f. Members agreed CGSAL’s R. Boyer and B. Havercamp should attend GCPRC meeting.
5. Graduate Curriculum and Policy Proposals (*GradCAP*):
- a. EMEE Program Change Proposal 142, Name Change for MEd Early Childhood program –
 - i. <https://wiki.millersville.edu/display/CAP/EMEE+Curriculum+Change+Proposal+142>
 - ii. To add elementary, for licensing structure.
 - iii. Best name would be “Early Childhood and Elementary Education”
 - iv. R. Davis motion. B. Powers second. Approved.
 - b. ***Agenda items 5b – 5f combined at one agenda item for voting purposes.***
 - i. For upcoming accreditation.
 - ii. Some course descriptions were mismatched.
 - iii. No significant changes to courses.
 - c. NURS Course Change Proposal 091, NURS 502 Research Methodology. Title Change and updated course description
 - i. <https://wiki.millersville.edu/display/CAP/NURS+Course+Change+Proposal+091>
 - d. NURS Course Change Proposal 092, NURS 515 Advanced Nursing Practice Clinical Practicum. Update of course objectives.
 - i. <https://wiki.millersville.edu/display/CAP/NURS+Course+Change+Proposal+092>
 - e. NURS Course Change Proposal 093, NURS 632 Nursing Curriculum and Program Design. Update of course description.
 - i. <https://wiki.millersville.edu/display/CAP/NURS+Course+Change+Proposal+093>
 - f. NURS Course Change Proposal 094, NURS 698 Scholarly Project. Update of course title, description, and prereqs.
 - i. <https://wiki.millersville.edu/display/CAP/NURS+Course+Change+Proposal+094>

- g. NURS Course Change Proposal 095, NURS 705 Evidence Based Practice Process Models and Applied Research. Update of course title.
 - i. <https://wiki.millersville.edu/display/CAP/NURS+Course+Change+Proposal+095>
 - h. L. Kaiser motion. J. Lombardi/A. Gaudino second. Approved.
 - i. EDFN New Course Proposal 082, EDLD 681 Supporting Inclusion as a Current School Leader
 - i. <https://wiki.millersville.edu/display/CAP/EDFN+New+Course+Proposal+082>
 - ii. Taught at experimental level over the summer. A pilot program.
 - iii. A second and third will be added later.
 - iv. To help current school leaders have a broader vision of what inclusion looks like.
 - v. SDOL will remain involved.
 - vi. A great marketing tool for MU. May become a certificate program.
 - vii. S. Warner motion. L.Gates second. Approved.
6. Consent Agenda:
- a. New section of the agenda.
 - b. Where the 4+1 programs will be discussed (bachelor to master's programs)
 - c. At times UPCRC will have already approved.
7. Policy and Related Items:
- a. GCPRC will now have representation on the Commencement Committee. For a bigger voice in the process.
8. New Business
- a. There has not been a Graduate Assistant stipend raise in 10 or more years.
 - i. The fees have been consistently raised so the stipend has much less buying power.
 - ii. It may be difficult in this budget environment to secure a significant if any increase, and may mean a decrease elsewhere.
 - b. CAP will be retired this year.
 - i. Proposals need cleared out by March 2023.
 - ii. We can prepare a new workflow for the new system. Hoping for extra flexibility and improvements. An example is the proposer being able to make modifications at different levels.
 - iii. A workflow working committee will likely be formed.
 - iv. New system was necessary to due to changing to third party server.

Meeting adjourned at 3:22 pm
 Minute respectfully submitted by L. Lehr.

