

Graduate Course and Program Review Committee

November 29, 2023

Minutes

Present: Chad Baker, Joe Behun, Rebecca Boyer, Anna Bradford, James Delle, Bertha DeJesus, Ollie Dreon, Leslie Gates, Ann Gaudino, Barb Havercamp, Lauren Kaiser, Susan Kopecky, Aileen Hower, Lucie Lehr, Ann Marie Licata, Julie Lombardi, Clarence Maxwell, Cayleigh Minter, Erin Moss, Nicole Pfannenstiel, Melissa Tineo, Scott Warner, Carlton Wolfgang, Sepi Yalda

1. Review and Approval of October 2023 Minutes:
 - a. N. Pfannenstiel motion. A. Licata second. Approved.
2. Updates and Announcements:
 - a. Winter Commencement will be held on Saturday, December 9. The photographer will be there again – also an opportunity to do retakes.
 - b. The next graduate course catalog update will be in spring.
 - i. The goal is heavier editing; to reduce less needed information.
 - ii. We are going to CourseDog and hoping for a seamless transition.
 - iii. Let CGSAL know of any faculty listing corrections. We can forward to HR.
 - iv. Please assist with spring registration reminders.
 - v. Winter session is at a record high this year.
3. Presentation and Q&A with International Programs:
 - a. Anna Bradford, Associate Director of International Admissions
 - b. MU travels to over 13 countries for recruiting.
 - c. Anna did a demo on how she uses SLATE:
 - i. Transcript resources
 - ii. First review
 - iii. Credentials of each country listed – repository for international students
 - iv. Similarities to the U.S. degree – outside determination may be needed
 - v. Accreditation in home country
 - vi. GPA conversion
 - vii. Grade conversion
 - viii. International Review Form – summary and shows missing items
 - ix. The above steps occur before they are admitted.
 - x. A tuition deposit is now required to ensure the student is acquiring a VISA and coming here, and not merely seeking an I-20.
 - xi. Visa interviews are backlogged in some countries.
 - d. Can pre-check with Charity Alinda for program compliance with a country's VISA.
 - e. IP will send out a bulleted list on how to advise an International student. Their web page will be updated as well.
 - f. There is a useful query that can be pulled with status information.

- g. A hold is placed on each student’s account until they are legally permitted to register.
4. Graduate Curriculum Proposals:
- a. [EdD Educational Leadership](#) –
 - i. Program Revision. Removes cognate course.
 - b. [ELPP 890 Research in Educational Leadership Part 1](#) –
 - i. Course Revision
 - ii. Changes two research courses from 1 to 3 credits.
 - c. [ELPP 891 Research in Educational Leadership Part 2](#) -
 - i. Course Revision
 - ii. Changes two research courses from 1 to 3 credits.
 - d. [ELPP 897 Dissertation Research 1](#)
 - i. Course Revision
 - ii. Removes a course.
 - e. This 4-part request had gone through Dean’s Council and is being brought back, this time in CourseDog. Approve of 4a – 4d as a group. O. Dreon motion. C. Minter second. Approved.
 - f. [ELPP 851 Advanced Level Leadership](#) –
 - i. New Course
 - g. [ELPP 852 Resource Leadership](#) -
 - i. New Course
 - h. [ELPP 853 Governance](#) –
 - i. New Course
 - i. [ELPP 854 Leadership of Instruction and Learning](#) –
 - i. New Course
 - j. [ELPP 855 Leadership, Equity and Inclusion](#) -
 - i. New Course
 - k. [ELPP 856 Facilities and Technology Leadership](#) –
 - i. New Course
 - l. The courses 4f – 4k are for the new approved Educational Leadership Certificate.
 - m. Three corrections will be made –
 - i. Replace specific names of learning platforms to generic name.
 - ii. Remove points for each assignment.
 - iii. The candidate program manual needs added to the syllabus.
 - n. If there is a superintendent letter of eligibility approved in the future these courses will meet the requirements. Stackable credentials.
 - o. Approve of all six courses as a group. C. Wolfgang motion. S. Yalda second. Approved.
5. Old Business:
- a. [Graduate Assistant Task Force Draft Recommendations](#) –
 - i. The Provost’s Office returned revised recommendations to save \$300,000 annually.
 - ii. The current number of positions will remain at 82.

- iii. The number of waived credits annually will be reduced from 24 to 15. The task for requested 18.
- iv. The stipend will increase from \$5000 to \$6000 annually.
- v. The reallocation process will be moved from spring to fall.
- vi. Students will apply directly for positions via a job board.
- vii. Departments who want assistants will need approved job descriptions.
- viii. It was suggested to have both a practice run on the new process and/or a retreat.

6. New Business:

- a. Applications and ChatGPT/other AI products –
 - i. Are students writing their own goal statements?
 - ii. A universal concern. How to detect?
 - iii. Allow video statements?
- b. SLATE automatic emails to accepted students –
 - i. Grad Admission was initially told they could not provide automatic emails that notify coordinators of accepting students. Providing them once again will be a spring 2024 project.
 - ii. A report can also be created and distributed, similar to the Monday morning Inquiry Report.
 - iii. Coordinators can have limited access to SLATE.
 - iv. The acceptance letter is standard with some variations. C. Baker can load templates into Teams for coordinators to review.

Meeting adjourned at 3:17 pm
Minutes respectfully submitted by L. Lehr