3.1.24 Graduate Committee Meeting

Called to order 10am

**Present**: Sean Cote, Gabriela Torres, Alexis Rogel, Leslie Schuster, Charles Boisvert, David Blanchette, Anita Dunener, Julie Horwitz, Joan Walsh, Natasha Feinberg, Martha Horn.

**Proposals**:

TESL (all vote yes) Martha Horn:

* In response to Feinstein's school of ed’s need/desire to look at programs and make it more competitive and aligned with other programs.
* Iintensive program is a 45-credit program in 1 year. What can we do to reduce the # credits making it more accessible for students?
* Since inception of program, we’ve added 2 tesol programs, making our graduates more marketable - perhaps we can make these optional (501 & 502) this would reduce the program by 4 credits.
* 559 proposal:
* Student teaching - 7 credits lowered to 4 allows us to be competitive and more manageable

CEP (all vote yes) Charles Boisvert:

* Change of course names
* Changing offerings of 2 classes
* Folding new material into CBT course

READ (all vote yes) Natasha Feinberg:

* Switching class that is no longer running to FNED547
* Urban literacies title changing
* Digital era class changing
* Literacy practicum turning into a literacy internship (as per RIDE’s request)
* Praxis 5302 in addition to other class
* 6 courses are changing prerequisites: originally we wanted all students to have same background foundation but districts have had to meet the Right to Read requirements, so students working in that district have had qualifying experiences
* Important to note that these proposals are also in alignment with other grad programs, not just proposed to appease RIDE.

**Other updates**:

Alexis Rogel & Gabriela Torres:

* Want to work on undergraduate policies based on recommendations from ACRO to improve transparency
* Additional items were added to make sure that students are HOPE-eligible
* Want to ensure that the map acknowledges the graduate manual
* Capacity & support for graduate committee to address policies at same pace & urgency of undergrad
* Would like to propose Lexi and Gabriella working with grad committee to get input and liaise policies to executive council.
* Graduate committee bylaws are very unclear about what happens after grad committee votes on a policy - goes to executive counsel or CAP

Questions proposed to grad committee:

* What would be the ideal process by which we define what would be the ideal process- if the grad committee can come up with a process that works best, Lexi and Gabriella will help to implement them.
* What are the priorities of the graduate committee? What policies should we tackle first?
* Processes should be parallel for grads and undergrads so there is no catch-up. How do we get back into alignment?
* Is the standing policy accurate?

Feedback:

* Withdrawal policies are needed (from course & program.)
* Withdrawal from course needs to include a claim for reimbursement - Should be an overarching separate policy
* Current bylaws should be sent over to executive counsel
* Forms have been made, but policies need to be discussed
* Must be consistent language between undergrad and grad so there is alignment between the two; we can see the differences and similarities
* Making sure there is a clear, step-by-step process
* There needs to be training for graduate faculty of what forms to fill out/who they should be submitted to, etc.
* Leave of absence policy requires a return of absence policy
* Withdrawal policy should be as clear as the leave of absence policy

Follow-up:

* Sean & Lucia- send forms, anyone else can send feedback for what they think should be in the forms/policies.
* please send feedback to Lexi and Gabriella by March 12th to take to the executive committee by March 19th.

**Dean’s Report**, David Blanchette:

* Art and accounting depts need IGP committees
* Notice to GA’s regarding summer terms

○ How many credits will be covered? Is there a limitation?

○ No stipend for grads during summer

○ Summer spans 2 academic years - when should credits be allocated?

\*\* Conversation will be continued later

**Open Discussion:**

Elections for next year:

* Send Sean an email if you’re not going to stay on in 2024.
* Is there a nomination process for incoming committee members? There has to be an election.

External education stipends:

* They are available!
* Turnaround time for approvals is 1-2 days. Make sure there are signatures!

Meeting adjourned at 11:15am

Minutes submitted by Lucia Perluck