Woodring Graduate Committee Minutes

Meeting Date: Monday April 13th, 2015
Members: Tracy Coskie (chair), Beth Boland, Stan Goto, Don Larsen, Lauren McClanahan
Absent: Karen Dade (ex-officio), Nicole Harris grad student (will no longer be able to attend)
Support Staff: Christina Carlson

1. Approval of Mar 9th minutes
   Beth motion
   Lauren moves
   Stan seconds
   All approve

2. Revisit GA allocation
   Discussion-
   1. Reallocate .5 add to Rehab since they don't have any even though they have a graduate program.
      a. Needs a person in Everett. 2 half time does not equal one full tuition waivers. It is possible to have ½ tuition waivers this done in ELED and SEC.
   2. Nursing does not have one.
   3. Secondary GA assists with research and service learning placements
   4. ELED GA co-teaching a class
   5. ED ADMIN research and tracking, collect data, report out shares with SPED
   6. HSeEd GA that have come in with HS background subject area work in HS and Adult and Higher Ed
   7. Letter requesting additional GA for ESJ program is denied
   8. IT currently has two, as graduate TA's
      a. Would like to hear potential solutions- could their graduate TA come through work study?
         i. In past one MIT worked at desk
            1. Work Study Graduate Students cannot be working on clerical stuff, can support faculty with research.
         b. NTT faculty to teach 1 cr course is a difficult pitch- Course is 344
         c. IT Grad TA’s were teaching: Fall: one & two sections, Winter two & three sections, Spring two & three sections
            Proposal take away from HS and put in Rehab. Course HS have been supporting is phasing out, so timing is OK.

   New allocation proposal IT 2, HSP/AHE .5, Ed Admin .5, ELED-SEC-SPED 1.5
   Rehab Counseling .5

   ACTION
   Change: create split from one in HSP/AHE to ½ HS & ½ Rehab. To support the two graduate programs HSP & Rehab.
   Rehab is both Off-Campus (cannot get a WS GS) and a graduate program
Two half time people, both with half time tuition  
Tracy will draft a letter and send to Beth before sending to administration  
More info to be gathered before letter to Dean is sent  
Lauren moves to make motion -Pending approval we would change allocation to  
.5 & .5 split between HSE and Rehab  
Don seconds  
All in favor  

3. **New Graduate Student for next year’s committee from Adult in Higher Education**  
   **ACTION** Stan will follow-up  

4. **Follow up on Survey**, currently less than 200 responses. Last push- 4/2/15 with FB. Andrew Blick, will be contacted for final report. Additional list sent out by Tracy, not sure that yielded. Will note the limitation in barriers getting it to teachers.  
   **ACTION** Tracy will request a package she can take to Dean  

5. **Course lists**- sharing courses students might take across programs Stan and Tracy look over MSEd Literacy courses together, Stan used to do a stacked course with 410, ELL 510 has potential for Stan’s program. Stan can send students to Tracy to consult- family literacy also an overlap area  

6. **Strategic Initiatives Requests 2017-2023**  
   Due- Monday April 20th  
   Graduate School has done a 6 year plan. Beth reads off Grad School’s list of related topics.  
   **Discussion**  
   1. Infrastructure for all the Grad programs- Staff i.e. for web updates, recruiting at the College level, reduced siloing, challenges like Recruitment for programs (Ed Admin reached out to Extended Ed. Rationale- off campus...everything-off campus is self-sustaining).  
   2. HS & Rehab: Marketing plan included Gradschool.com, Grad fair, emailing juniors and seniors, HS students, agencies newsletters with dates, GRE service search 10 cents a person, HSE Constant Contact, emails to alum, recruit students from Grad program to do promo (or alum) to speak to recruits to share experiences  
   3. Hiring staff –possibly graduate assistant, ½ time, full time, keeping up website for the grad programs at WCE, students finding courses outside their programs, supporting others in doing the recruiting. Get an office within existing space. Visibility within the college and will hopefully bring more money in (private money and scholarship). Rationale is key.  
   **ACTION** Tracy will draft a proposal to share out with committee prior to 4/20/15 deadline, for space, time and staff.  

7. **Scholarships**- Put on agenda for next meeting (conflicts with FAC) Meet 4/27 11am  
   a. 5- McCallum, Gramm, Dewey, Teaching For Positive Future, Warner  
   b. Logistics. (CJC send meeting invite done, anticipate delivery, then let Tracy know. Will get divvied up. Put selections in the minutes, get rating sheets back to Carole)  
   **ACTION** READING 4/27 11-12:30pm  

8. **Items from members**- not this time  

**Adjourned** 11:23am