Woodring Graduate Committee Agenda

Meeting Date: Monday February 2nd, 2015. MH 250D
Members: Tracy Coskie (chair), Karen Dade (ex-officio), Beth Boland, Nicole Harris, Lauren McClanahan
Not Present: Stan Goto, Don Larsen
Support Staff: Christina Carlson

1. Review of Minutes from Dec 1st, Dec 8th (online), Jan 12th (online), Jan 16th (online)
   - Dec 1st
     Beth moves to approve
     Lauren seconds
     All in favor
   - Dec 8th
     Lauren Moves to approve
     Beth seconds
     All in Favor
   - Jan 12th
     Lauren Moves to approve
     Beth Seconds
     All in Favor
   - Jan 16th
     Minutes were missing, will share on meeting Feb 23rd and vote then.

WGC UPDATE
A. Adult in Higher Ed a part of Accreditation, Evaluation and Assessment committee.
   Working with Extended Ed to implement Continuous Enrollment for students who stop out and take a credit to stay in program.

B. Summary of programs. Tying to the graduate school. Inc TA support. Inc salary or high more? Want to help GA get health insurance and better pay to be more competitive. History, Archive Management, Chemistry and others. Majority of programs are fine. Grad Council will we go back to rotation? Healthy programs putting off for a couple years, and cycling thru less healthy programs regularly. Introduction editing suggestion: would like to add how many students, faculty and number of programs. How do we keep using the document? A springboard for promoting graduate programs.

2. Update on the “pathway to new graduate programs” process
A. Difficultly getting survey into the hands of teachers. List of alumni, worked well. Otherwise thru districts. So instead will work with unions. Suggestion: Uniserve Council to contact unions ie Pilchuck uniserve council, represents nine districts. Diane Flynn a good resource could connect you with the other leaders.

B. We are trying to figure out the magic number for resources needed.
C. Last week only 99 people responded, holding off until more data.

D. Timeline updated to next meeting Feb 23rd. Perhaps Andrew Blick (Extended Ed) can come speak with us.

3. Supporting and promoting current programs

A. Collectively gathering support and promotion for our current programs.
   a. Identify what kinds are support and promotion.
   b. Look at our concerns
   c. Look at other desirable programs.
   d. After data analysis, move to advocacy

B. At Grad Council
   a. Focus on UG
   b. Faculty don’t want to teach G
   c. Resources tend to focus on UG
   d. What is going on your Dept (SEC and ELED)?
      i. SEC:
         i. MIT is a certification program.
         ii. Don’t know the budget allocation.
         iii. Most faculty teach in both because we are small dept. We enjoy teaching grad students.
         iv. We rarely have UG and G together in classes.
            1. Unusual schedule needs can happen for individual students.
            2. Ed Psych classes are totally different. Victor’s research class totally different.
            3. Mixing happens in my literature class and IT.
      ii. ELED:
         i. M Ed a masters.
            1. They experience some of what GC has heard.
            2. Sometimes the program is not even mentioned departmentally.
         ii. Use the resource of Grad Assistances.
         iii. Have not had the problem of teaching Grad Students.
         iv. People who run other programs have release time, not faculty teaching grad students.
            1. No release time for managing the whole program
         v. Master projects. Tracy is the primary reader, by the time the second reader sees them it is not as much work. These readers are asking for load compensation. Because they are reading only one paper each, look at it as service. Last time every single member of our dept read. Rewarding aspect to reading Master projects.
vi. Faculty is fine for courses. Though, it is hard when we have a large group, Tracy reads each paper 4-5 times before passing them on to dept faculty. Is this sustainable?

Further discussion-

Recruitment and retention... Easy to address requests like ordering a graduate table cloth, brochures.

Who do we educate?- Dept Chairs, College.

Web page with all Masters in Woodring. Landing site. Avoid replication. Link new web to facebook

Strategies to heighten visible? B2B was the last collective effort to raise awareness.

Alumni newsletter. We are looking to issue again in Spring. Goes to the whole college. Will be hard copy and digital. Can rotate according to whose program is featured. Tracy will start ball rolling.

(a) Contact Carole or Karen
   (i) Make this first an announcement format. Ultimate mission of graduate programs
   (ii) Add new Web link for landing page.
   (iii) Deadline? As soon as possible.
(b) Future editions:
   (i) Talk about current programs.
   (ii) Highlight different things that are going on.
   (iii) Feature graduate student.
   (iv) Think about future stories.

Who in Woodring or across university that do a good job of promoting?
Kathy Kitto is working on it but no budget.
UPRC representative, which is good so budget needs can be advocated for.
Associated students, there is now a graduate student rep (?) Graduate Council is now a faculty lead support

Assessment page, nice summary to build off off. We could tweak instead of starting from scratch.

Are there courses within Woodring that have cross over. Leadership roles without going into Admin. Non major courses. Students and advisors could examine.
Promotions and supports- think about a process to create a matrix for course collaboration?
Giving students more options. What is the right process? Something to think about
Branch programs, how to work together…. Let’s look at all our programs and if we see commonalities. Nice way to get started. Moving in the direction of the proposal

Departmental graduate program marketing plans, bring in and share for brainstorming. Note: support Staff in some depts do the bulk of that.

5. Items from Members

Continuous Enrollment GC. (Beth reads)

Beth will rep WGC at GC tomorrow subbing for Tracy

Follow Up:

1. Tracy will look into setting up Graduate Landing web page with Greg
2. Alumni Newsletter blur about Graduate programs in Woodring
   Think of future feature stories for future publications
3. Look at graduate courses non-majors can take
4. Bring your departmental grad program promotional plans to share for brainstorming
5. Future meeting bring courses offered in each Master Prg and check for commonalities so branch programs can work together
6. Look at other successful graduate programs at other institutions
7. Next Meeting
   Minutes Jan 16
   Andrew Blick
   Marketing and Promotion focus

Adjourned 11:11am