Woodring Graduate Committee Minutes

Meeting Date: Monday March 9th, 2015
Members: Tracy Coskie (chair), Beth Boland, Stan Goto, Nicole Harris, Lauren McClanahan
Support Staff: Christina Carlson
Absent: Don Larsen, Karen Dade (ex-officio)

1. Approval of Feb 23 minutes
   Stan moves
   Beth seconds
   All in favor

2. Review of Esign Course Revision:
   Friendly amendment: Take out repeatable. Notified Kimberly, she is OK with taking out repeatability and with Tracy’s comment about the program’s total credits remaining unchanged.
   Lauren moves to approve the changes
   Stan Seconds
   All Approve
   Tracy makes the corrections highlighted yellow below and the esign form sent to Emily

CURRICULUM SUMMARY

DEPARTMENT: Special Education & Educational Leadership

Course Revision

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<thead>
<tr>
<th>Course</th>
<th>Type of Change</th>
<th>Status</th>
<th>E-form #</th>
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</thead>
<tbody>
<tr>
<td>EDAD 547 Readings in School Administration</td>
<td>Prerequisite, credit changes</td>
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<td>907434</td>
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Curriculum Detail

Course Revision

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Description Change to:
Supervised study focusing on one or more selected topics. Repeatable to a maximum of 6 credits.

Prereq: Permission of instructor.
Credit Mode: 2 to 5
Grade Mode: Letter
Schedule Type: Lecture; Seminar
Repeatability: Repeatable (6 units)

Attributes:

Rationale for change:
Candidates for the M.Ed. are required to accumulate 52 credits. The nine principal-certification courses are 4 credits each (total of 36 credits). Whereas until 2010 master's candidates could take required research courses (EDAD 501, EDAD 547, EDAD 538), comprising 12 credits, in any order, effective 2010 candidates have been required to take these classes in sequence, The current variable credit allowance (2-5 credits) creates a false impression that a candidate might be allowed to enroll in EDAD 547 for less than 4 credits and still be on track to complete the degree. Furthermore, a master's degree student who enrolls for EDAD 547 will have no need to repeat credits. This revision changes the credits from variable to a fixed 4 credits. It does not change to the total number of credits to the program.

Changing prereq so that students admitted to the Graduate School do not need an override code.

3. Follow-up on survey for new programs
   We will need to keep checking in for to see if the data is sufficient. Tracy received the QR code. So far a few additional administrators, Facing Future meeting, some new ideas- Facebook campaign (committee discusses, seems haphazard approach, committee approves nonetheless)

   Ideally when we reach 500 responses share with Faculty Affairs. Realistically when we do one more push. April 24th college strategic meeting we will need to share with Dean and then share with FAC, then at an All College Meeting.

4. Check in on items promoting current programs
   200 words for Alumni newsletter. Landing page is now https://wce.wwu.edu/graduate-programs

5. 2015-16 GA Allocation
   a. Shared from SEC and ELED programs.
   b. Eight positions currently funded by Grad school. Waiver: 1.5 College paid stipend from Dean’s fund. .5 of that 1.5 is an exception for this year.
   c. Previous plan: IT 2, HSP/AHE 1, Ed Admin .5, ELED-SEC-SPED 1.5 Rehab Counseling and Nursing have none.
      i. ATUS or Work Study possible for IT if we moved this to a 1.5 allocation
      ii. Lauren can have a conversation with Paula if 1.5 can work and other programs are asking for GA support.
   d. Stipend ESJ to continue
   e. Possible allocation for next year IT 1.5, HSP/AHE 1, Ed Admin .5, ELED-SEC-SPED 1.5 Rehab Counseling and Nursing .5
6. **Course lists – sharing courses students might take across programs.**

Discussion- What are our foundations courses? Looking at Intro to Ed Research, most have this course. Accreditation standards mandate specific literature to rehab counseling.

For AHE, needing to consolidate and cutting down on electives. Would not want to cut it out. But would like to establish pathways to join degrees. Courses available for substitutions can be helpful in scheduling problems for students....not so much combining courses. Electives could be open to other dept.

- AHE 588, AHE 691
- ELED 535 capstone- Issues in Literacy.
- Research Appreciation and then Research Outcomes and Assessment (hear recording around 1:09)
- SEC 501 Introduction to Research.

Possible future programs, need to offer courses everyone can take. Pressure to combine programs will need representation to voice concerns.

Questions from Dean’s office about numbers in enrollment. Summer classes in particular. ELED students are looking for electives and this could help with that. Adult Literacy component in AHE could benefit from ELED literacy classes.

7. **Discuss focus and meeting time for Spring Qtr**

Consensus to keep Mondays.
April 13, May 11th, not Mem day, June 1
Christina will send meeting invitation(s).

Find out new Graduate student for the committee from Adult in Higher Ed program for following year.

8. **Items from Members**

**Agenda next time**

Revisit GA allocation

Next meeting April 13, Tracy will have already meet with Dean about results of meeting. Directors meeting on 7th, and then will speak with FAC 4/14.

Newsletter can put in 200 words:

- Western’s Graduate school highly rated. Offers high quality graduate programs and put the link.
- Can use quote from Grad School brochure
- AHE has a newsletter, can examine for ideas, can also post content

Task for Christina

- Set up email group for graduate programs, all prog directors and staff support as an email group.
- Rotating student list add to website.
- 2015 note rename Adult in Higher Ed

Adjourned 11:33am