MINUTES
BSU Graduate Committee Meeting
Friday, February 12, 2010
1 pm  314 Sattgast Hall

Committee Website: http://faculty.bemidjistate.edu/ckippenhan/BSUGradCom/

Members Present: Mark C., Tim K., Rick K., Christel K., Louise J., Pat W., Vince, V.,
          Todd F., Joan M.

Members Absent: Dianne N., Hal G., Pat R.

I. Approval of the Minutes of January 29, 2010 (Document #1)
   Pat W. moved (Vince 2nd) to accept. Motion passed.

II. Reminders/FYI
   MAGS 66th Annual Meeting (Document #2)- Cincinnati, OH is the next meeting.
   Much of the topics offered could be used in our upcoming priorities and
   improvements. If you are interested in going, please let Dr. Rogers know.

III. Business
   1. Curriculum Proposal: IT(MS): Mark moved (Louise 2nd) to accept. Motion
      passed.

   2. HLC Graduate Studies
      A. Draft Document (Document #3)
      B. Mock Visit Review: Debriefing at end of mock visit; Dr. Rogers
         attended; Christel asked if Marty Wolf should come and talk with BSU Grad
         Committee. Marty thought it would be better to wait until the talking points
         out; they will be distributed weekly...we still need to talk about the visit
         with consultants...we can also brainstorm with questions to ask them re:
         graduate studies.

         Draft Document #3: Criterion 1 - Grad Studies was not identified...we need
         to integrate grad studies into each of the criteria.

         Each college has missions and goals that align with BSU mission and
         goal...draft does not include the three signature themes.

         Formally integrate the university's vision and mission into the School of
         Graduate Studies' vision and mission along with signature themes.....needs
         to be inserted into “next action” area.

         Timeline: no later than March 19....
*Ask Dr. Rogers to send to grad committee comments on the Exit Review-HLC Mock Visit.

Suggestion: Rick will write the email and send to Joan to forward to all graduate faculty status....for discussion at Feb. 26 Grad Meeting

Christel will call Marty to schedule a time for him to come to meeting.

Come up with questions we could possibly ask the HLC team in their role as consultants.

Next meeting will be Wed., Feb. 17 at 11 a.m. in Sattgast 314.

3. Grad Faculty Criteria and IFO/MnSCU Master Agreement
   Excerpt of the Draft Minutes of the BSUFA Senate Meeting (Document #4)
   BSU Graduate Faculty Criteria (Documents #5)
   Article 20 Section A of IFO/MnSCU Master Agreement (Document #6)

4. Continued discussion of graduate catalog revisions (Documents #7 & #8)

5. Continued discussion of the Grad Faculty Orientation
   A. Finish Grad Faculty Advising
   B. Grad Rep for Oral Defense

6. End-dating graduate students (Todd Frauenholtz)
   Graduate Student Orientation...required signature and acknowledgment of review

7. Other business

New dates for .... Feb. 17th, 26th, Mar. 3rd, 17th, 26th, 31st, Apr. 9, 14th, 23rd, 28th
Wed. at 11 a.m.  Friday, 1 p.m.

Some of the proposed dates conflict with the AAR dates...March 26 and April 23. March 26 - immediately after HLC...skip the week due to HLC;

23rd - leave for now...will determine if we will meet at a later date.

Respectfully submitted by,

Joan Miller