MINUTES
BSU Graduate Committee Meeting
Friday, February 26, 2010
1 pm  314 Sattgast Hall

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

Members Present: Louise J., Patrick W., Mark C., Rick K., Christel K., Dianne N., Tim K., Todd F., Pat R., Joan M.
Members Absent: Hal G., Vince V.

I. Approval of the Minutes of February 17, 2010 (Document #1)
Louise moved (Mark 2nd) to approve. Motion carried.

II. Reminders/FYI
MAGS 66th Annual Meeting
Marty Wolf or Elizabeth Dunn will attend 3/3/2010 meeting

III. Business
1. Graduate Student Mini Grants-
   Tim moved (Louise 2nd) to award 1, 2, 3, 4, & 6 with each receiving $320; #5 was determined not be eligible. Motion carried.

2. Curriculum Proposal: IT (CTE) 09-10 #14
   Mark moved (Todd 2nd) to approve the proposal as is. Motion carried.

4. HLC Graduate Studies
   A. Draft Document (Document #2)
   B. Feedback received-
      • E. Rave – suggested to include something about GA stipends as compared to other MnSCU institutions; could include it as a discussion item for the future; it was suggested that it be included as part of the Work Plan under aligning with the University work plan...under 2nd bullet.
      • Doug L. – under Current Actions...revising policy on grad school rep...specify that this must adhere to contract/University policies...rather...it was suggested to add “graduate faculty” and “graduate representatives”...by Pat W. ...response from Doug will be distributed to the other committee members when Christel’s computer is feeling better.
      • Concern from faculty on the drain of resources for working with graduate students-add research/thesis advising to the “In addition” section.
• Anything in the Strategic Plan about recruitment/marketing...part of student development section-continue advocating for increased resources.
• It was agreed that we should not be too specific in the document at this point.

C. Mock Visit Review: Pat R. reported there was very little feedback on graduate studies...simply stated: graduate studies does not align with the University mission. It was suggested that Bill Scheela be consulted as to the process he has in place as to how to develop a mission statement for graduate school. It was agreed that we will focus on the mission statement after the HLC visit and after they have reacted to this document.

D. Questions for Consultants/Evaluators

Use the document that was created for the HLC meeting....we have the option to send this document to the HLC members prior to their coming to campus to give them a chance to review....send through Marty....other questions that arose:
• What do you think the top three priorities that we should work on?
• What would be the most cost effective strategies for improvement in Graduate Studies?
• Are our programs to broad? Are we stretched too thin?

5. End-dating graduate students (Todd Frauenholtz)

Graduate Student Orientation...required signature and acknowledgment of review

Todd F. and Joan will work something out for the Math summer students admission process.

Next meeting will be on Wednesday, March 3, 2010 in Sattgast 314.

Meeting adjourned 1:55 p.m.

Minutes submitted by,

Joan Miller

6. Continued discussion of graduate catalog revisions (Documents #3 & #4)
7. Continued discussion of the Grad Faculty Orientation
   A. Finish Grad Faculty Advising
   B. Grad Rep for Oral Defense
8. Other business