MINUTES
BSU Graduate Committee Meeting
Wednesday, March 31, 2010
11 am   314 Sattgast Hall

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

Members Present: Tim Kroeger, Pat Welle, Hal Gritzmacher, Richard Koch, Christel Kippenhan, Dianne Narum

Members Absent: Louise Jackson, Mark Christensen, Vince Vohnout, Todd Frauenholtz, Patricia Rogers

Guests: Patty Hartshorn

I. Approval of the Minutes of March 3, 2010 (Document #1)
Hal moved (Dianne 2\textsuperscript{nd}) to accept with one minor change (Wedn., March 31 and not Friday, March 31). Motion passed.

II. Reminders/FYI

6th edition APA Manual (implementation) – Effective Fall 2010 – students being admitted will be required to use the 6\textsuperscript{th} Edition….5\textsuperscript{th} Edition may be used by those students who were admitted prior to Fall 2010….both template versions will remain on the GSO website for student use.

ARCC: Christel will forward committee the email on credentialing as an FYI.

III. Business

1. Curriculum Proposals: ED(ECE) #13, IT(CTECert) #15

Early Childhood: Christel moved (Hal 2\textsuperscript{nd}) to approve. Motion passed.

IT Certificate: Pat Welle moved (Hal 2\textsuperscript{nd}) to approved the curriculum proposal with two conditions: 1) that the Technological Studies Dept. be made aware that the introductory course (IT 4830) is not at the graduate level, and 2) that all 10 credits are to be at the graduate level. Motion carried.

Pat Welle moved (Tim Kroeger 2\textsuperscript{nd}) the verbiage for certificates as stated by MnSCU should be added to the next graduate catalog. Motion carried.

2. Commencement – Pat Welle will assist Christel at the commencement hooding, however, all felt it would be better to ask Louise first since
this is her last commencement due to her retirement. Christel will check with her.

3. HLC – Debriefing – It was decided to wait until the final report came out before talking about what needs to be done as far as Graduate Studies is concerned. Richard Koch reported that at the debriefing meeting, the HLC team indicated we had good grip on where we are and that the only problem had to do with assessment/student outcomes. Will require a focus visit in 3 years...

4. Grad Faculty Criteria and IFO/MnSCU Master Agreement: Information from Doug Leif (Document #2) – will address at the next BSU Graduate Committee meeting.

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

6. Other business

Tim: Graduate students may use other style manual as long as the student informs GSO and provides clear guidelines to GSO. This is stated in our handbook too.

Next meeting will be Friday, April 9 at 1 p.m.

Minutes submitted by,

Joan Miller