

Grad Council

Minutes

03/03/16

4:00-5:00pm

President's Conference Room

Present: Cheri Meder, Tracey Robinson, Liz Thomas-Hensley, Margaret Doell, Tracy Doyle, Ed Crowther

Guests: Tyler Eagan

Absent: Dana Provence

I. Information Items:

A. Graduate Initiative Update

Margaret recapped the grad Initiative briefly and answered questions. The most recent meeting focused on discussion around assessment and university wide goals. Grad Assessment will move to the UG model. Liz will serve on the SLAC (Student Learning Assessment Committee) at the UG level to ensure consistency and provide feedback to Grad Council. The March weekend Grad Initiative will focus on finalizing Grad Assessment and identifying which LEAP Value rubrics might be relevant across grad/doctoral programs and well as the full spectrum of ASU degrees.

II. Discussion Items:

A. Quality Assurance rubric & graduate online courses – Alberta Coolbaugh & Tyler Eagan

Tyler gave an overview of the QA rubric followed by a lengthy discussion. The group agreed that the rubric s useful but recommended that several items (technical requirements, skills, support, netiquette) be removed from the syllabus section and become permanent BB components that can be referenced by link in the syllabus. It was agreed hat a syllabus policy is needed that aligns with the Institutional Syllabus template but that also addresses differences between delivery methods and a QA review process for online courses. Suggestions were that either an AITC or departmental review occur 1x/year and that AITC review when a course is initially built. The QA rubric with the recommended revisions will be used to document and pending the establishment of a grad 'epi-center' and director will be collected, housed and monitored from that center. The content review component will be completed by the chair or designee.

B. Grad Handbook Cross-check & identification of common policies *The cross-check document was reviewed and the following recommendations were made:*

- *Areas requiring a common graduate level policy for all programs:*
 - *GPA Computation*
 - *Minimum GPA*
 - *SP Grades*

- *Grade Forgiveness*
- *Academic Renewal*
- *Grad Council*
- *Graduation Application*
- *Institutional Syllabus/Textbook approval*
- *Student/Course Evaluation*
- *Withdrawal Deadlines*
- *Course Drop Information*
- *BB system Requirements*
- *Degree Completion Time Limit (differs for Masters vs. Doctoral)*
- *Financial Aid*
- *Areas where Handbook policy is required but varies by department:*
 - *Admission*
 - *Academic Advising/Degree Plans*
 - *Culminating Activity*
 - *GA's*
 - *Transfer Credit/degrees*
 - *Scholarships*
- *Unique to Program*
 - *Grad Credit for undergraduate coursework*
- *Areas needing further discussion*
 - *Additional Masters degrees*
 - *Deadlines*
 - *Independent Study*
 - *Electronic Resources & Services*
 - *SAP & Appeals*
 - *Probation & Dismissal*
 - *Academic Integrity (Same as UG policy?)*

III. Action Items:

- A. Approval of minutes, November 5, 2015 and February 11, 2016 meetings - *Approved*
- B. Counselor Education Changes
 - i. Counselor Education Program Change Form & Degree Plan - *Approved*
 - ii. COUN 524 Course change form & IS – *Approved*
 - iii. COUN 566 Course change form & IS – *Approved*
 - iv. COUN 567 Course change form & IS – *Approved*

IV. Information Items from Areas: *Tabled*

Adjourned @ 5:10pm