

Graduate Committee Meeting
March 27, 2012
Meeting Notes

The meeting was called to order at 1:10 p.m. by Dr. Randy Pembrook.

Those present included:

Randy Pembrook, Nancy Tate, Monica Scheibmeir, Bob Boncella, Gordon McQuere, Catherine Hunt, Willie Dunlap, Kimberly Harrison, Steve Spyres, Phyllis Berry, Shirley Dinkel, Dave Provorse, Susie Pryor, Tim Peterson, Sarah Cook, Tom Romig, Judith McConnell-Farmer, Michael Rettig, Lori McMillan*, Aida Alaka*, Tonya Kowalski*

*Designates Presenter/guests

1. Dr. Pembrook provided an update on the processes regarding the following graduate programs:
 - Doctorate of Nursing Practice
 - Master of Health Science
 - Master of Arts in Human Services

2. Dr. Pembrook asked Dean Romig and School of Law Faculty to provide an update on the LLM program that is being developed. Lori McMillian provided a detailed update regarding the program, the need, and how this will continue to set the School of Law apart from other law program across the nation.
 - Thoughtful questions were raised and answered.
 - All members expressed appreciation for the explanations.

3. Dr. Pembrook discussed the work of the subcommittee that the Graduate committee agreed to in the January 2012 meeting.
 - Tim Peterson provided an update on the “common form” that is in draft form. He asked that all members utilize the link to the form and then provide feedback to him by April 16, 2012.
 - Tim indicated there needs to be a better way of tracking students and he was working on that as well.
 - Dr. Pembrook asked the members for agreement in developing the following subcommittees to work on various aspects to enhance the standing of the graduate programs. All agreed the following subcommittees should be created.
 - Thesis Guide
 - Website
 - Hours/Fees (application fees, differential monies)
 - Graduate Council/Assembly
 - Numbering System
 - Marketing

Dr. Pembroke indicated the subcommittees would be sent to the members and asked each to consider which they would have interest in working on. They were asked to submit their name and interest to Joan Bayens

4. Bob Boncella provided an update (and handouts) to the members regarding the MBA updates. Bob indicated these changes to the MBA program were based through the AACSB accreditation concerns.

Assignments:

1. The members will be e-mailed the list of subcommittees. They are to express their interest in which subcommittee they wish to work on.
2. The members are to receive the link to the common form. They are to go through the various pages and then express their thoughts to Dr. Tim Peterson.

Meeting was adjourned at 2:07 p.m. March 27, 2012

Dr. Pembroke thanked everyone for their participation and indicated he would offer the next steps