**Graduate Council**

**Approved Minutes**

**11/06/19**

**Stalker Hall 211**

**Members Present:** Liz O’Laughlin, Bridget Roberts-Pittman, Rusty Gonser, Mehran Shahhasseini, R.B. Abhyankar, Joy O’Keefe, & Howell Tapley

**Members Absent:** Vicki Hammen, & Jolynn Kuhlman

**Ex-officio Members and Other Representatives Present:** Bassam Yousif, Shana Kopaczewski, Susan Powers, Shauna Lehman, Linda Sperry, Robin Crumrin, Whitney Nesser, & William Adu-Mensah (student representative)

**Guests:** Kelley Woods-Johnson, Steve Aldrich, Jeff Kinne

1. Meeting Called to Order at 1:01pm
2. Adoption of Agenda
3. Approval of the 10/23/19 Minutes Vote to Approve (Gonser/O’Laughlin) 5-0-2
4. New Business
   1. Program Review Procedure document (current) update
      1. Jeff Kinne presented two documents: Program Review Self-Study Directions and Program Review Self-Study Template.
      2. Vote to approve revised Program Review Documents
         1. (Gonser/O’Laughlin) 7-0-0
      3. Committee discussed a Two-Tiered process for revising Program Review
   2. Revision of Program Review Procedure (ad hoc committee)

* This ad hoc committee will be asked to review the current procedures for Program Review. Each college will have the opportunity to have a representative. College of Business has not yet identified a member for the ad hoc committee. Kelley Woods-Johnson will also be a part of the committee to streamline the assessment data. Susan Powers will also be involved. Susan is suggesting that it may make sense to align the review cycle with the university cycle used for undergraduate programs. This would move the cycle away from a college review, but follow the timelines when external reviews are expected. Also, we might want ad hoc to consider a routing procedure for the report, ensuring that more than just the Program Director reviewed and contributed to the report. Committee could consider, perhaps on the cover page, a check box for dept. vote, etc.
  + 1. Ad hoc members will be Vicki Hammen, Jolynn Kuhlman, Steve Aldrich, and M. Affan Badar along with Kelley Woods-Johnson and will consult with Susan Powers on schedule.

1. Curriculum
2. Masters in Music: [https://indstate.curriculog.com/proposal:3692/form](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Findstate.curriculog.com%2Fproposal%3A3692%2Fform&data=02%7C01%7CRusty.Gonser%40indstate.edu%7C72590e5e03f64a6550d208d75d6ba658%7C3eeabe396b1c4f95ae682fab18085f8d%7C0%7C0%7C637080589248489507&sdata=vVT9oB4CqR5T1nb3V730ouyxzOR36aU4utguvMaNnYo%3D&reserved=0)
   1. Vote to Approve (O’Laughlin/Gonser) 7-0-0
3. Teaching and Learning M.Ed:  [https://indstate.curriculog.com/proposal:3602/form](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Findstate.curriculog.com%2Fproposal%3A3602%2Fform&data=02%7C01%7CRusty.Gonser%40indstate.edu%7C72590e5e03f64a6550d208d75d6ba658%7C3eeabe396b1c4f95ae682fab18085f8d%7C0%7C0%7C637080589248499505&sdata=njcudHvvknvp3JmxuKazEO6danTk7KUcbyKz6wmJZ1Y%3D&reserved=0)
   1. Vote to Approve (Gonser/O’Laughlin) 7-0-0
4. Reports
5. Administrative (CGPS Dean, Registrar)
   1. Assistant Dean Shauna Lehman reported that Dean Collins has contacted Department Chairpersons asking for information relative to graduate assistants they plan to retain for fiscal year 2021. Programs are asked to update information in tables provided.
6. Graduate Student Representatives
   1. No report
7. Faculty Senate Liaison
   1. Shana shared remarks from Graduate Council relative to accelerated programs. At this point, the Faculty Senate Executive Committee is taking the remarks under consideration.
8. Graduate Council Chairperson
   1. No more reporting beyond the actions items above regarding Program Review.

Adjourned at 1:47pm