

Present: Dan Aloi, Margaret Glembocki, Frank Lepkowski (*Ex Officio*), Ledong Li, Karl Majeske, Robert Noiva, Mike Polis, Brad Roth, Darlene Schott-Baer (Chair), Meir Shillor, Kris Thompson

Absent: Claire Rammel (*ExOfficio*) (excused), Julia Smith (excused)

Staff: Julie Delaney, Tina Tucker (Secretary)

Guest: Kelly Berishaj, Cheryl McPherson, and Diane Underwood

The meeting was convened by Darlene Schott-Baer, Chair, at 2:00 PM.

I. APPROVAL OF MINUTES

Mike Polis made a motion to approve the minutes of the September 24, 2014, Graduate Council Meeting as written. Margaret Glembocki seconded the motion. Motion passed unanimously.

II. REPORT OF THE CHAIR

It is time to begin the process of nominations for the Outstanding Graduate Mentor Award. This award was given for the first time last year and the same process will be used this year. It is an award to recognize faculty who are contributing to the development of graduate students in their area. Nominations are made by students and requests for nominations will be posted on the website soon. In late January, Dr. Schott-Baer will be asking three Council members to serve on a sub-committee to select a recipient.

III. OLD BUSINESS

A. Master of Science in Nursing—Forensic Nursing Concentration. Reviewers: Bob Noiva and Brad Roth
Second Reading: Debatable, amendable, and eligible for final vote at this meeting.

Motion: ***To approve the new program proposal for the Master of Science in Nursing with a concentration in Forensic Nursing.***

Graduate Certificate in Forensic Nursing. Reviewers: Bob Noiva and Brad Roth

Second Reading: Debatable, amendable, and eligible for final vote at this meeting.

Motion: ***To approve the new program proposal for the Graduate Certificate in Forensic Nursing.***

Kelly Berishaj and Cheryl McPherson were in attendance to address any further questions that the Council may have in reference to the Master of Science in Nursing—Forensic Nursing Concentration and the Graduate Certificate in Forensic Nursing proposals.

Corrections and modifications suggested by the Council during the first reading have been made. Dr. Roth noted that the credits, as suggested, had been reduced from 42 to 38. He also noted the increase made in the budget looks more reasonable. Dr. Noiva inquired about the one credit of research, asking if it would be an actual project and, if so, would one credit be appropriate. Dr. Berishaj explained that NRS 687, the research project course, is the research course that is used for all of the masters' programs

in Nursing. It is usually used for a literature review, a poster project, or something of that nature. Dr. Noiva also asked if the \$5,000 budgeted for scholarship awards would be enough for recruiting students into the program. Dr. McPherson noted that there would be additional opportunities for scholarships, grants, and awards outside of the forensic program. Dr. Thompson asked how it was determined where the reduction in credit hours would come from and if there would be any impact from the reduction. Dr. Berishaj explained that the reduction came from removing the statistics course, and the decision was based on that the statistics course is not currently a foundational core course for the master's program.

Dr. Berishaj stated that there was one change to the certificate program and that was the revision of the name of the death Investigator course to Forensic Nurse Death Investigation.

Bob Noiva moved to approve the new program proposal for the Master of Science in Nursing with a concentration in Forensic Nursing. Brad Roth seconded the motion. Motion passed unanimously.

Bob Noiva moved to approve the new program proposal for the Graduate Certificate in Forensic Nursing as revised. Brad Roth seconded the motion. Motion passed unanimously.

Both programs are to be effective Fall Semester 2015.

- B. Program Reviews.** Three program reviews have come in 1) Medical Physics—PhD 2) Nursing—MSN 3) Reading Education—PhD. Dr. Schott-Baer stated that she had previously appointed three reviewers for the Medical Physics program review, but the terms for two of those reviewers has ended, leaving only Dr. Aloï. Dr. Schott-Baer asked for volunteers for two additional reviewers for the Medical Physics review, two for the Nursing review, and two for the Reading Education review. Reviewers have been assigned as follows:
- 1) Medical Physics—PhD: Daniel Aloï, Meir Shillor, and Mike Polis
 - 2) Nursing—MSN: Kris Thompson and Karl Majeske
 - 3) Reading Education—PhD: Brad Roth and Frank Lepkowski
- Dr. Schott-Baer stated that she would forward everyone the review guidelines. She also stated that having the reviews completed by the end of January would be sufficient.
- C. Revalidation of overaged credits—discussion.** Dr. Schott-Baer asked the Council members if they had received feedback from their departments about overaged credits. She distributed copies that show two examples of actual cases involving overaged credits. One example shows all of the credits as overaged and the second case shows a portion of the credits as overaged. The question is, how much of a program should be allowed to be revalidate? The current policy does not have a limit on how many courses can be revalidated. In discussion it was noted that the content of some courses rarely changes and changes frequently in others. The Council members feel that the allowed number of courses to be revalidated should continue to remain at the programs' discretion. Dr. Schott-Baer asked the members to continue thinking about the subject for a couple of more weeks and discuss with their colleagues.
- D. Master's on the way to PhD/Course Renumbering Project—discussion.** Dr. Schott-Baer spoke on the issue of students obtaining a master's degree while working on a PhD program. She stated that this process could possibly be folded into the course renumbering project. Guidelines will soon be available to the faculty on the renumbering process. During the renumbering process, Graduate Study is asking the units to take a close look at their programs; looking at issues such as cross-listing, prerequisites, and co-requisites and taking the opportunity to update their curriculums at the same time. This may also bring the opportunity for discussion within the units to consider if they want to have a way for a PhD student to stop out with a master's degree. Some programs have a master's already built into the PhD program, making it easy to stop out; there are other programs where it is not so clear, making it difficult for a PhD student to stop out and receive a master's.

IV. NEW BUSINESS

- A. Certificate Programs—discussion.** Dr. Schott-Baer distributed copies of a summary of enrollment in graduate certificate programs for the period of 2009-2013. Dr. Schott-Baer is asking the deans to look at the certificate programs and consider possibly closing those that have had little or no enrollment in the last five year period, or to develop actions to increase enrollment. Reporting requirements to HLC, the department of education, and other such organizations is becoming more detailed and intense for all programs, including the certificate programs, and becoming difficult to keep up with all of them. The question to the units would be if they want to keep programs that are underrepresented with enrollment? Dr. Shillor explained that, with some of the certificate programs in his area, students only need twenty credits from courses they are already taking as part of their master's program to receive a certificate. In these cases, there is no cost incurred from a certificate program that shows only a few students. Dr. Thompson also noted that, in her area, if students are obtaining a graduate certificate as part of their master's or doctorate program, they are not going to be counted in the enrollment of the graduate certificate program because they can be counted in only one degree program. Dr. Schott-Baer stated that these would be the explanations given to the dean's, if the subject of low enrolled graduate certificate programs were to come up. Dr. Polis suggested that adding a column to the summary that represents the number of graduates would better represent the enrollment in the graduate certificate programs.
- B. Major Modification Guidelines.** Dr. Schott-Baer stated that the draft of the Major Modification Guidelines is still being revised and will be presented to the Council when a final draft is ready.

V. GOOD AND WELFARE

No report.

VI. ADJOURNMENT

With no further business, the meeting adjourned approximately 3:14 PM.