**Graduate Committee Summary Report | 2020-2021**

**Our charge (wou.edu/facultysenate/committees/)**

1. The Graduate Programs Committee includes membership representing each graduate program on campus and serves as an extension of the Faculty Senate on matters concerning graduate curriculum and university admission standards.
2. It makes recommendations to the Faculty Senate concerning
	1. graduate courses;
	2. graduate program changes; and
	3. university graduate policies.
3. In addition, the Graduate Programs Committee serves as an advisory committee to the Director of Graduate Programs. It reviews and decides upon graduate student petitions and advocates for graduate programs at WOU.

**Our work for 2020-2021**

1. Our team met for our regular meetings on the third Tuesday of each month from 3:30-5:00 PM: September, October, November, January, February, April and May. All meetings were held on Zoom due to COVID-19 restrictions.
2. The committee began the year with co-chairs, Dr. Denise Thew Hackett and Dr. Melanie Landon-Hays. Denise became a division chair midway, and Melanie continued chairing the committee. The following divisions were represented by the following people:

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| **Program** | **Representative Name** |
| Library | Robert Monge |
| College of Education (at large) | Brandon Claggett |
| LAS (at large) | Elizabeth Swedo |
| Music | Kevin Walczyk |
| Criminal Justice | Misty Weitzel |
| Information Systems | Thaddeus Shannon |
| MSED | Adele Schepige |
| MSPED | Kate Hovey |
| MAT | Melanie Landon-Hays (chair) |
| MS RMHC | Denise Thew Hackett |
| MA IS | Amanda Smith |
| Educational Technology | Gregory Zobel |
| Organizational Leadership  | David Foster |
| Graduate Student Representatives | Monica Cerda-Ortiz, Shion Wakita |

1. We were joined this year by the new Graduate Dean, Dr. Hillary Fouts. She was a vital part of our conversations and a positive part of Graduate Studies moving forward this year.
2. We began the year with the goal to have every graduate program update course goals in the Portal as a part of WOU’s work for accreditation. Dr. Melanie Landon-Hays made a video showing faculty how to do this and we checked in with each other throughout the year to make sure progress was being made. A final check in with Dr. Mike Baltzley showed improvement in this project.
3. Our team reviewed a number of curriculum proposals and modifications this year for graduate programs across the University. We completed every review on time and during our regularly scheduled 3:30 – 5 p.m. meeting times.
4. Our team continued our deep dive into policies and procedures that affect graduate studies, ultimately making progress on establishing ad hoc advisory groups to the Dean to further understand fee structures for graduate students, advocacy for tuition, and student advisors to the Dean.
5. We worked closely as a committee to determine lingering confusion with the AUMP, working with various divisions that were interested in offering this pathway to determine strengths and weaknesses, as well as modifications that needed to be made to this proposal to make it a reality. A process was established with the Graduate office for helping faculty to determine if the AUMP is a good pathway and how to get it on the books. Information can be found here: <https://wou.edu/aump/>
6. A small group worked with the graduate office to review student petitions for ongoing study, if found in violation of graduate policies.
7. The committee voted on and approved drafts of the Graduate Learning Rubrics created by the Graduate Studies PLC:

 **GLO RUBRIC DRAFTS**

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| CORE CONTENT KNOWLEDGE | <https://docs.google.com/document/d/14gmDMYriMOlRU6c5ABOJSL--hyZu_ySXUtJ6Bos_Nrw/edit?usp=sharing> |
| APPLIED SKILLS | <https://docs.google.com/document/d/1qxLjpOa3dblCVslo7AKV52wym8tFAX2mBeY1Zp21Y6E/edit?usp=sharing> |
| DISPOSITIONS | <https://docs.google.com/document/d/1kTB0BdfDWiBvsdVfuSXFjXEk2x4LO_-IXINOtb7XoIk/edit?usp=sharing> |

1. We recommended a leadership structure of past-chair, chair and chair elect. There was no interest in the role of chair during our final meeting, so Melanie volunteered to stay on in the past-chair role. We will hold an election at the first meeting in September to find a new chair.

**Chair work for 2020-2021**

1. Meet with and assisted faculty throughout the year for curriculum edits, changes, updates and general assistance.
2. Prepared and distributed agendas and minutes to campus, with agendas distributed to committee members at least three days prior to meeting.
3. Sent a report to the Faculty Senate president after curriculum changes, itemizing the results and Curriculum Committee recommendations from the meeting.
4. Chaired the Graduate Studies PLC to develop the Graduate Learning Outcomes rubrics. Melanie will continue to chair the Graduate Studies PLC next year and work with Mike Baltzley and the PLC to determine a process for program assessment submission next year.