Graduate Council Meeting
February 23, 2012
4:00PM – 5:00 PM
President’s Conference Room (PCR)

In attendance: Don, Ed, Tracey, Liz, Jamie

I. Action items:

A. Approval of the January 26, 2012 meeting (I do not have any minutes from this meeting to attach)

II. Discussion items:

A. Advanced Couples Counseling (COUN 557) Syllabus and Change Form: approved unanimously

B. Family Therapy (COUN 530) Syllabus and Change Form: approved unanimously

C. MA graduation format as drafted by Ed: the plan was discussed and supported enthusiastically. Linda Relyea will be working on putting together the slide show.

D. Update on syllabi – updates for existing courses (deadline is Fall 2013): this seems to be moving along well.

E. Capstone course/project requirements for graduate programs: all programs require a culminating activity

F. 5 year program review process for graduate programs (does grad council have a rubric?): Frank will send graduate review schedule to members and members will check to see if they have a template or rubric for the reviews

G. External program reviews in place of 5 year program reviews some/all/none of the time

H. Thoughts on upcoming admissions, graduation, etc process: major concerns in this area including GRE scores for MBA, applications, complete withdraws etc. This is having a negative impact on students including recruitment and retention

Frank will talk with Eric and David P. about improving process. Topics: GRE scores routed to MBA directly, applications to the department (change the web page in conjunction with the change), complete withdraws processed by department?, look at 3rd party vendor vs banner for initial input of data (needs to reflect the program of the students eg CE in Grand Junction), transcript/billing, tokens and 900 numbers.....
III. Informational items from areas

Next meeting will be on March 22, 2012