

MINUTES  
Graduate Studies Committee  
September 28, 2022

**Present:** Deputy Director Ali; Professors Bamshad-Alavi, DeSimone, McElligott, McGovern, Samuel and Seiger-Gardner; Student Representative Ridley

**Guest:** Dean Harrison, School of Health Sciences, Human Services and Nursing

- 1) The meeting was called to order at 11 a.m.
- 2) The committee approved the minutes from the meeting on August 31, 2022.
- 3) The committee welcomed the following new student member: Tameka Ridley. Graduate Studies is thrilled to have her join the team and encouraged her input!
- 4) Prof. DeSimone thanked Profs. Samuel and McGovern for their collaboration and for volunteering to help present at this year's senate meetings. She raised the issue of committee chair elections again. The committee will need to either elect a new chair or if members want to cover meetings for this year, she fully agrees to continue to fulfill the chair duties. However, she is supportive of any other member who would like to become chair and is committed to training the person and working with him/her to learn the process. The committee agreed to make a decision at the November meeting.
- 5) The committee reviewed processes and procedures for the new members.
- 6) The committee discussed topics (e.g., subplans) to add to their 22-23 agenda. Deputy Director Ali raised other important issues (e.g., curriculum modifications) for the committee to examine.
- 7) The committee discussed and approved proposals from the following department and decided to send it to the senate for final approval:

Department of Social Work

- Change in degree requirements (deleting a track): M.S.W. program
- Course change: SWK 680

Department of Counseling, Leadership, Literacy and Special Education

- Addition of bulletin description for new program: Ed.D. in Organizational Leadership, Development and Change
- Course changes: EDL 811, 812, 813, 830, 840, 850, 860, 870, 880
- New courses: EDL 902, 903, 904, 905


- 8) Members also revisited the issue of having the Registrar, Yvette Rosario, join Graduate Studies (perhaps as an administrative representative) with voting rights. With her expertise, experience and knowledge, her contributions and guidance are valuable and necessary to the curricular process. Although she is not an official member, she has been devoting her time to attending all Graduate Studies meetings for over one year now and her input has been critical. The committee understands that she has been assigned to the

Undergraduate Curriculum Committee, and Graduate Studies fully supports her being assigned to this committee, as well.

- 9) The committee also reviewed and discussed a proposal from the Department of Health Equity, Administration & Technology for a new program: M.S., Health Services Administration.
- The committee thanked Dean Harrison for attending the meeting and congratulated her and her faculty on a solid proposal.
  - The committee provided multiple suggestions for strengthening the proposal.
  - The committee also suggested that she reach out to other departments/schools that house similar programs to see if there are any opportunities for collaboration, sharing courses, etc. in an effort to extend resources.
  - Dean Harrison was asked to submit a revised proposal, addressing some of the feedback, for the committee to review a final time. The committee hopes to send this to the senate by the end of this semester.

The meeting adjourned at 12:30 p.m.

Respectfully submitted,

  
Janet R. DeSimone, Chair