

Graduate Programs Council - End of Year Report 2017 – 2018 Academic Year

Members

Arts & Communication	Nicholas Hirshon
Business	Rajiv Kashyap
Education	Michelle Hinkle (Co-chair)
Humanities & Social Sciences	P. W. Winnie Ma
Science & Health	Kem Louie
Library	Susan Sabatino (Co-chair)
Professional Staff	Nicholas Gramiccioni
Adjunct	Nestor Rodriguez
Administrative Liaison	Dorothy Feola

Standing Charges

1. Recommend policy on course requirements for graduate degrees and the procedures for inaugurating, changing, or terminating graduate courses and programs.
2. Review and recommend new graduate programs, major changes in existing programs, and areas of expansion.

Additional Charges

- To continue to revise the document “Best Practices Checklist for Online Programs” in order to ensure the integrity in graduate programs that are offered completely online. Share revisions with the Technology Council.
- Monitor usage and review the online academic change proposal form to determine if further additions or modifications should be suggested.

Dates and Locations of Council Meetings

September 21, 2017	Cheng Library, Paterson Room
October 19, 2017	Valley Road, Room 3065
December 12, 2017	Cheng Library, Paterson Room
January 24, 2018	Cheng Library, Paterson Room
February 21, 2018	Cheng Library, Room 114a
March 20, 2018	Cheng Library, Paterson Room
April 16, 2018	Cheng Library, Paterson Room

Accomplishments and Summary of Activities

Programs Reviewed

The Council members reviewed ten graduate programs. Among the noteworthy programs was the new graduate program developed by the Cotsakos College of Business in applied business

analytics. This new concentration is expected to attract more students and the course offerings will be offered predominately (75%) online to accommodate the scheduled of working students.

A second noteworthy program is the addition of the concentration in school nursing to the courses offered jointly by the departments of Nursing and Curriculum and Learning. This new concentration will allow students to earn a Master's degree after completing required courses in the Department of Nursing and adding nine credits of courses from the Department of Curriculum and Learning. The Dept. of English developed a combined BA/MFA program which is also exceptional for designing a unique undergraduate-graduate program for highly-motivated students.

The changes to the graduate degrees awarded by the departments of Kinesiology and Political Science are noteworthy for the attention of these departments in revising the programs to respond to current student demand. The revised M.A. in Public Policy will focus specifically on critical policy analysis, and the M. S. in Exercise and Sports Studies will add a concentration for Sport Administration which will build on the successful undergraduate major of Sport Management.

These changes reflect one of the themes reported by Provost Sandmann from the Academic Affairs Leadership Forum held early in the spring semester. One of the topics addressed at the forum was "Curricular development and redesign to meet evolving student and societal needs." This section of the forum included a number of recommendations, and the full report was posted to the Provost's website:

https://www.wpunj.edu/provost/assets/Academic_Affairs_Forum_Summary.pdf

The ten programs the Council reviewed are listed below.

Master's in Applied Business Analytics – New Program

Approved by the Faculty Senate on November 14, 2016

M.A. in Clinical Counseling Psychology – Change in Existing Program

Approved by the Faculty Senate on January 23, 2018

Combined BA/MFA Program: B.A. in English / M.F.A. in Creative and Professional Writing
– New Program

Approved by the Faculty Senate on February 27, 2018

M.Ed. in Curriculum & Learning, Early Childhood Concentration – Change in Existing Program

Approved by the Faculty Senate on March 27, 2018

M.B.A. Concentration in Music and Entertainment Management – Change in Existing Program

Approved by the Faculty Senate on March 27, 2018

M.Ed. in Special Education, Teacher of Students with Disabilities Concentration

– Change in Existing Program

Approved by the Faculty Senate on March 27, 2018

Certificate Program in Middle School Mathematics - Change in Existing Program
Approved by the Faculty Senate on April 10, 2018

Master's in Education in Curriculum and Learning, Concentration in School Nursing
– Change in Existing Program
Approved by the Faculty Senate on April 24, 2018

M.A. in Public Policy – Change in Existing Program
Approved by the Faculty Senate on April 24, 2018

M. S. in Exercise and Sports Studies – Change in Existing Program
Approved by the Faculty Senate on May 3, 2018

Additional Charge

- To continue to revise the document “Best Practices Checklist for Online Programs” in order to ensure the integrity in graduate programs that are offered completely online. Share revisions with the Technology Council.

Progress: The members reviewed the suggestions of the Technology Council from last year. After discussion, further revisions and deletions were proposed to bring the list more in line with academic programs rather than courses. M. Hinkle made these revisions to the Checklist.

- Section 1: student evaluation to address the suggestion of including student dissatisfaction as outlined in the pillars of online learning document from Graduate Policy Council
- Section 3: define diversity
- Section 5: provide clear expectations to address the suggestion of including student dissatisfaction as outlined in the pillars of online learning document from Graduate Policy Council

M. Hinkle and S. Sabatino met with the members of the Faculty Senate Technology Council on January 31, 2018. This Council offered to review for the Checklist and to further refine it. The Technology Council members will consult with G. Bartle, Director, Instruction and Research Technology. The checklist was revised by the Technology Council and returned to the Graduate Programs Council.

Recommendation:

Michelle Hinkle, Co-chair, will present this Checklist to the Faculty Senate in September.

Meet with the Ad-Hoc Committee on Retention and ask if this checklist can be incorporated into their report in the section “Best Practices: Technology” which is part of part of the report given by the Ad-Hoc Committee at the Faculty Senate Meeting on April 10, 2018.

Additional Charge

- Monitor usage and review the online academic change proposal form to determine if further additions or modifications should be suggested.

Progress: Contacted Jonathan Lincoln, Associate Provost for Curriculum and International Education. The online form is now in use, but the Graduate Programs Council has received all of the new programs and program changes this academic year in paper only.

Recommendation: Review the online portal next year and make comments.

Priorities for 2018-2019

Review new and revised graduate programs as they are presented to the Senate, and suggest changes to the department faculty for the purposes of clarity and thoroughness of the documentation.

Continue to work on completing the two additional charges regarding the online portal for new and revised programs and the “Best Practices Checklist for Online Programs.”