

Graduate Studies Council - GSC
Agenda
10/4/23 from 1:30-2:50 pm
Location Trenton 120

Members: M. Dugan, Lauren Foxworth (Chair), S. McCotter, E. Farr, D. Bowen (Vice Chair), J. Duan, T. Dieterich, M. Ellard (not here), H. Balmos, L. Tragale

Review [9/6/23 minutes](#)

- S. McCotter motioned that the minutes from the last meeting be approved. E. Farr seconded. The motion passed unanimously.

New Business

1. Discuss and Vote on [Master of Professional Studies Program](#)

S. McCotter described the MPS program.

We are not voting on the project at this moment as we wait for clarification from CAP about GSC responsibilities going forward. In addition, we have yet to receive the updated syllabus for the capstone class from Steve O'Brien.

Comments and questions from GSC:

- Foxworth: great addition to the graduate offering
 - Ellard (comment on doc): Clarify the number of credits for coming from the certificates.
 - We have never officially approved the capstone class. Still need to approve that before this.
 - Foxworth asked why education certification programs weren't a part of the MPS. S. McCotter responded that they can include more programs.
 - Bowen: assessment rubrics might be needed for state approval? S. McCotter said the MPS team understands the state might require that information in the future, but given the complex number of certificates, all with different learning outcomes and assessments, the strategy is to wait and see if the state asks for that information before supplying it.
 - Foxworth: will more faculty be needed? McCotter responded that it would be a wonderful problem for the program to have to need additional faculty in the future.
 - The plan is to have this approved by the January meeting for state approval.
2. Provide formative feedback (Phase 1) on [Addiction Counseling Graduate Certificate Proposal](#)

Sandy Gibson attended the meeting at 1:50pm to discuss the proposal. Gibson described the rationale for the certificate. The program is designed to help existing school counselors (among others) to get up to the 60 credits needed to get state licensure for clinicians. The certificate will largely use existing courses and be offered online.

Comments and questions from GSC:

- Will the program need more resources? Gibson responded that it will likely need more adjuncts to cover extra online sections of courses, but because the courses will be outside of an accredited master's program, it will not impact full-time instructor ratios for accreditation. New adjuncts will probably need additional training outside of the ITS course design training.
- No other comments - the program was positively reviewed by the GSC.

3. CAP-graduate discussions update

Foxworth described the background and rationale for creating a "CAP-graduate" committee, which is currently under examination by Steering. Rationale includes having a bigger committee to manage a larger workload as the college increases the number of graduate programs, creating a more representative committee, and having improved recognition of the magnitude of this service responsibility for reappointment and promotion. We also discussed other rationale:

- McCotter: with the growth of interdisciplinary programs, we necessarily rely less on school committees. The change in workload requires the GSC to do more.
- Farr: more efficient movement of programs through governance. Programs could come to CAP-graduate from Steering rather than bouncing around from committee to committee.
- Diedrich: a CAP-graduate would emphasize the college's commitment to graduate education.

4. Dean's Report- Dean McCotter

McCotter shared with the work for her office:

- Creating a matrix of intentional pairings between undergraduate majors or minors and existing graduate degrees.
- Recruiting: go into 099 classes, capstone classes, and identify any other places where students congregate to let them know of these potential

pairings. OGSCE is also planning to mail letters to student homes so that families here about the opportunity too.

- Workflow improvements: the office will take over responsibility of checking gpa for probation/advising from R&R to make sure we stay on top of it.
- Tuition comparisons: office is researching cost of programs compared to competitors. So far, TCNJ tuition is in the middle. Grad coordinators can send info about major competitors. McCotter will share info with coordinators when complete.
- The office is working on a revenue-sharing model for continuing education.
- Working on model to allow external individuals to audit courses with capacity.
- Planning alternate route for teaching certification based in hours instead of credits.

Next Meeting November 1 (Trenton Hall 201 (tentative location) reserved for Nov. and Dec. meeting)

Minutes prepared and submitted by D. Bowen.