



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

### College Graduate Committee – September 12, 2019

Minutes: 9/12/2019– 3:15 – 5:00 321 Linton

Attendance: Paula Winke (on behalf Charlene Polio), Debbie Richards, Danielle De Voss, Sarah Potts, Lynn Wolff, Shannon Schweitzer, Kiersten Latham, LouAnne Snider, Laura Borchgrevink, Lisa Schwartzman, Aurora Wolfgang, Amanda Lanier, Justus Nieland, Gretel Van Wieren, Suzanne Wagner, Leann Dalimonte and Bill Hart-Davidson.

Meeting started at 3:16pm.

1. Approval of the Agenda – Danielle motioned, Lisa seconded. Agenda approved unanimously.
2. Approval of 4/11/2019 Meeting Minutes – Danielle motioned, Lisa seconded. Minutes approved unanimously.
3. Associate Dean's Announcements
  - a. Welcome
  - b. Change to Spring Advanced Degree Commencement
    - i. Representation Discussion
      - MA and PhD commencement ceremonies are now split into two ceremonies but still happen on the same day
      - Duty is to assist procession of graduate students across the stage
      - Recommendation on representation rotation
  - c. GRADx Event
    - i. Prospective students (junior or senior UG students) who have indicated they are interested in MSU attend a symposium to meet with unit reps put on by the Graduate School
      - Coordinated through the Big Ten Academic Alliance
      - 35 possible students
4. Discussion Items
  - a. CAL Grad Mission
    - i. Time to degree is improving, 93% placement rate within two years after graduation in mostly research institutions – 31% in non-tenure track and 27% tenure track.
      - Sustainability formula overview
  - b. CAL Grad Sustainability Planning & How It Relates to Your Grad Budgets
    - i. Graduate Directors are requesting clarification on the funding documentation that was sent out
    - ii. Budget allocations were received by the college last week
      - Spring budget estimates should not have changed much



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- c. Grad Team SWOT Analysis
    - i. SW you can work on internally, and OT are external to orgs just mobilize your SW
  - d. Financial Aid & Fellowships
    - i. New Financial Aid system that caused issues last year after their aid was reassessed has come up again for a few students this year
    - ii. Be vigilant how fellowships processed through egradfel gets posted to grad student accounts in relation to their financial aid package and funding deadlines
      - Can graduate directors have a template they can send to the graduate students so they're aware?
5. Curricular Items
- a. Program Change:
    - i. TESOL MA – Presented by Paula Winke
      - The program has tried two variations of the MA certifying exam and found both to be problematic. The recent version, an online portfolio, will be completed in courses, but it was challenging to grade as a final comprehensive exam, and it was too much work to require outside of the students' coursework.
      - Discussion:
        - a. As it is listed in the proposal it is not clear that the portfolio will serve as the “certifying exam” or the culmination of the coursework that is graded similar to the thesis Plan A option & a typical Plan B exam.
        - b. Effective date needs to be changed to Fall 2020
      - Revisions requested, will revisit at October CGC meeting.
6. Roundtable/Other Business
- a. WRAC
    - i. Retooling MA programs, offering more support for the students
  - b. ENG
    - i. MUSE program has received good applications
    - ii. Approved by policy committee for a new curriculum theory requirement
  - c. GRM
    - i. Enhancing the graduate program and setting up a few events for the students
    - ii. German group is revisiting their vision, goals, and recruitment
    - iii. German students working with RCS students for TROPOS
  - d. Linguistics
    - i. Suzanne and Lynn will be meeting bi-weekly with the respective graduate secretaries to create efficiencies and keep communication open



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- ii. Reviewed data from their ombudsman survey last year and looking at initiatives and processes that can prepare students for their careers
- iii. Bringing back a few alumni's to host conversations and workshops for their students and across the college
- e. MAFLT
  - i. 18 language now represented by the program
  - ii. New faculty member
  - iii. Sustainability conversation needed, especially given an RBI program
- f. RCS
  - i. Redesigning the language programs (UG & G)
  - ii. Met with a consultant with the ADFL to assist in curriculum redesign
- g. REL
  - i. Looking at creating a graduate certificate in Non-Profit Leadership
- h. AAHD
  - i. Ben Van Dyke is the UCGS representative

Meeting adjourned at 5:13 pm