

**Graduate Council Meeting
January 10, 2013 Meeting Minutes
(Room: York Room, Mansion)**

Present: Cynthia Brennan, Kathy Burke, Lew Chakrin, Brian Chinni (Recorder), Donna Crawley (Faculty Assembly Exec.), Eric Daffron, Meredith Davis (Guest Presenter – NEH Program), Mike DiBartolomeo, Julie Good, Tim Landers, Steven Perry, Emma Rainforth (ARC), Steven Rice, Chris Romano, Sam Rosenberg, Eddie Saiff, and Ashwani Vasishth

Dean Steve Perry opened meeting at 10:14 a.m., introduced the meeting agenda. The meeting agenda included the following:

- Proposal to award graduate credit for faculty-led NEH program (Steve Rice and Meredith Davis)
- Academic status - probationary period for the MBA program (Tim Landers)
- MAEL student's appeal for reinstatement (Brian Chinni)
- Graduate education consultants' report (Chris Romano)

The following provides a summative report of all activities and related actions:

1. Steve Perry opened the meeting with brief welcome. Then, introduced Steve Rice and Meredith Davis to present overview of NEH program proposal. Steve offered a detailed overview, and expressed that he believed the program will attract education professionals, in part, by providing graduate credit. Eric Daffron asked if successful completion of the NEH professional development experience can effectively tie into an existing graduate program - perhaps MALS. Steve explained that this is possible. Furthermore, all students would receive a certificate of completion that would satisfy NJ DOE professional development requirements. Cindy Brennan asked if the participants would be required to pay for graduate credits. Chris Romano responded in the affirmative, and explained that take activity fees would be deducted from the overall costs. Steve explained that the College bears no direct cost for room/board, food, materials, etc. Rather, these expenses are covered through an individual stipend provided by organization.

A discussion ensued regarding the program framework and substance, specifically to ensure that the experience satisfies the instructional hours, demands and bureaucratic processes of a typical graduate course. In the end, Eric Daffron requested that the rigor of the program requirements is enhanced. All approved the promotion and implementation of the NEH program.

2. Cindy expressed the need for faculty to be better trained regarding grading policies and procedures, specifically as it pertains to IP. A follow-up memo addressing this concern will be distributed to all graduate program directors subsequent to this meeting.
3. Steve Perry introduced the next topic - academic status/probationary period for the MBA program. Tim Landers explained that the current policy regarding the probationary period does not align well to the unique organizational design of the MBA program. As such, Tim requested if this policy can be waived for MBA students. Tim offered specific scenarios to depict the impact that the current policy has had on the program since its inception. A discussion ensued. Given the need for more careful examination, Cindy proposed that Tim formulate a proposal to amend the policy and present to the Committee at our 2/14/13 meeting. All approved.
4. Steve Perry introduced the next topic – B.O. appeal for reinstatement in the MAEL program. Brian Chinni distributed copy of MAEL student (B.O.) letter of appeal for individual review, and offered details regarding B.O.'s cause for dismissal and related circumstances. An extensive dialogue followed, allowing the Council members to offer individual perspective, specifically relevant to interpretation of current policy and possible resolution. In the end, the Council approved reinstatement on the basis that only the grades of B.O.'s MAEL program courses will factor in his overall graduate GPA for the purposes of determining academic standing and meeting graduation requirements. Select Council members will reexamine the current policy language of the Manual for possible revision.

5. Steve Perry introduced Chris Romano. Chris provided an overview of enrollment report. Mike DiBartolomeo distributed current applications data. All was collectively reviewed and discussed. Chris then provided an overview of the graduate education consultants' report. He recommended that, as a Council, we should consider other program offerings and formats. Furthermore, Chris highlighted important findings and recommendations, including:

- Three highest demand areas – health professions, business, education.
- Current RCNJ program schedules and formats do not necessarily align to the market demands. Therefore, we should consider other possible options – online, hybrid, etc.
- Recommendations:
 - Stand-alone graduate credit-bearing licenses are recommended.
 - Scaffolding of programs/licensure.
 - Professional certificates to entice enrollment.
 - Given ongoing expansion of graduate programs, need to consider Mission Change.

Steve Perry motioned to adjourn the meeting at 11:57 a.m.; all approved.

Minutes submitted by Dr. Brian P. Chinni
Next Council meeting: 2/14/13 @ 10 a.m.