**Minutes**

**Graduate Programs Council**

**September 16th, 2015**

In Attendance: E. Ball, S. Carroll, M. Hall (Outgoing Chair, facilitator), D. Hallback, S. Hydro, C. Kartoz, L. Ortiz-Vilarelle (Outgoing Vice-Chair), C. Rajam

Invited: T. Dell’Angelo (Urban Education)

Not in attendance: G. Seaton

Excused: A. Amtzis

1. Following member introductions, the Council reviewed the Minutes of the previous meeting. Rajam proposed a modification to the Minutes, which was unanimously agreed to. Rajam proposed a minor change to the Minutes (to V. (d)), which the rest of the Council agreed to. The Minutes were then approved by acclamation.

The Council then took up the proposal from the School of Education to convert the Urban Education option into a Program. T. DellAngelo presented the rationale for the proposed conversion and assured the Council that it entailed no new resource implications for the College. A brief Q&A ensued, after which T. DellAngelo thanked the Council and excused herself. The Council resumed its discussion of the said conversion of the Urban Education Graduate Program, proposed some minor changes, then unanimously approved the Program, subject to the School subsequently confirming to the (outgoing) Council Chair the changes noted below:

1. Clarify the culminating experience for the program by designating an EDUC 700 course. This is a designation used in all other M.Ed. programs to denote a culminating experience or comprehensive exam.
2. Check the course call numbers of all classes for the most up to date course listing information.
3. On page 14, Number 7, Bullet 2, please consult with records and registration about which option should be chosen when officially starting the program. Clarifying this may prevent any future difficulties for currently enrolled students.
4. S. Hydro presented minted the report of Graduate Programs, reminding
* Freeze/Census Date = 9/15/15 for Fall

Unofficial Counts:

648 graduate students, of these 225 full-time and 423 part-time,

enrolled in a total of 4101.5 student hours

* IR working on report and version that breaks out Fund 10 vs non-Fund 10.
* Open House - Thursday, 9/17

5:45 campus tour

6:45 check-in

7:00 start

7:15 faculty panel, q&a

7:45 faculty break-out sessions with individual graduate programs

63 registrants as of 9/15

* Graduate Certificate in Public Health announced, working with Ruthann Russo on scheduling webinar, etc.
* Non-Attendee Survey was sent out
* Request to forward any suggestions for fall Graduate Column to graduate@tcnj.edu
* Working to schedule Fall series of virtual open house webinars
* Meeting with NCATE for GPC on Monday, 9/21
1. M. Hall, Council Chair then called for nominations for the positions of Chair and Vice-Chair, after explaining that it had become customary for the outgoing Vice Chair to serve as Chair the following year. There being no other nominations or self-nominations, L. Ortiz-Vilarelle, Outgoing Vice Chair, and S. Carroll were elected as Chair and Vice-Chair, respectively, for AY 2015-16.
2. M. Hall offered to provide all Council members with access to a Qualtrics survey of current graduate students conducted in AY 2014-15.
3. C. Rajam expressed interest in GPC discussing and identifying the unique characteristics of TCNJ graduate programs. S. Hydro and M. Hall pointed out that a similar effort, TCNJ Identity Matrix, had been carried out a few years ago, which might be worth revisiting. Council Chair, M. Hall, suggested that we could either revisit the Identity Matrix, revise/update it or start from scratch. It was decided that we would revisit that effort.
4. For the benefit of new members, Chair, M. Hall, explained the role of GPC in College Governance. Previously called Graduate Committee, the Committee was later designated a Council. M. Hall also explained that it was good practice to run any new agenda items by CAP/Steering, so that any recommendations that emerge from the Council’s work needing a formal Charge does, indeed, receive from. Besides such matters, the Council was free to address any graduate-related topic it saw fit. M. Hall also indicated that the Vice-Chair typically sent the Minutes to Steering via e-mail to steering@tcnj.edu.
5. Incoming Chair, L. Ortiz-Vilarelle, thanked outgoing Chair, M. Hall, for his past service and dedication. M. Hall thanked the Council and said he would still be serving on the Council as a member.
6. There being no other business, the Meeting was adjourned.

Respectfully submitted, Chandru Rajam