2018-2019 Committee on Graduate Education

Meeting Minutes

November 9, 2018

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication)

Ex-Officio: Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning), Mary Bergstrom (Registrar), Franklin Czwazka (Registrar), Julie Dahl (Registrar), Robyn Olejniczak (Graduate School),

Invited: Karen Chandler (Arts Management), Annalisa Calini (Math), Judy Millesen (MPA)

A. Call to Order. 3:07 Sandy called to order

B. Approval of October Minutes.
Kate motioned to approve. Lindsey seconded. All approved.

C. English
1. ENGL 576 (part of sequence from October meeting)
https://cofc.curriculog.com/proposal:1043/form
Sandy introduced the proposal as an addition to the previous meeting’s discussion. Kate motioned to approve. Lindsey seconded. All approved.

D. Operations Research Graduate Certificate
The proposal details changed math requirements for the graduate certificate. Robyn Olejniczak asked about some language changes. Sandy suggested that we table this proposal since a representative for the proposal was not present at the meeting. Lindsey motioned to table the proposal. Kate seconded. All approved.

E. Arts Management (Arts and Cultural Management)
Sandy Slater introduced the proposal. The Graduate Certificate in Arts Management is becoming the Graduate Certificate in Arts and Cultural Management. One proposal terminates the existing certificate. Six PUBA courses will be deleted, and new classes will be created as ARCM. A second proposal creates the new certificate for Arts and Cultural Management. The committee did not have this proposal, as it was currently being reviewed by the budget committee. Sandy Slater suggested that the Graduate Education committee consider the proposals as the budget committee would not make curricular changes. This proposal all effects the MFA in Creative Writing.

Karen Chandler explained the certificate changes. There have been low certificate enrollments over the last 5-6 years. The proposed is a more robust certificate program and appeals to different student markets. The new program also creates more of a distinction between the programs at the undergraduate and graduate levels. The new certificate will have flexible delivery options as well. Students outside of Charleston will be able to complete the certificate. The new program connects with the national association of arts management (AAAE), and better reflects their standards. There are now 15 credit hours in the new program; previously there were 12. The other big change is that the certificate will move out of the MPA program and now be in Arts Management.

Sandy Slater asked about where the new courses will live - will they be supporting different schools and different Deans? Judy said yes. The proposal takes Arts Management out of HSS and puts it in SOTA. It allows Arts Management to have agency over the certificate program. The MPA students are still interested in the Arts Management certificate. Sandy Slater asked if we need a separate proposal to re-house the certificate? And, if all of the Deans are in support? Judy Millesen and Karen Chandler said yes. Lynne Ford explained that there is only one certificate, and not arts management “concentrations.” Sandy Slater asked about the number of MFA students taking advantage of the Arts Management certificate. Lindsey Drager addressed this question. MFA finds the certificate to be a real draw to students. No other MFA program offers this.

Sandy Slater asked if there was a teach-out plan. Karen Chandler noted that there is a teach-out plan.
Sandy Slater asked if undergraduates will be permitted to take the new courses? Karen Chandler and Lynne Ford said yes, but only in accordance with Graduate School policies. The new courses are designed as graduate courses, but undergraduate students may request to take a class in limited circumstance. Mary Bergstrom talked about sharing between the undergraduate and graduate levels. Mary explained that exceptional students can request these classes, but that the program director has to approve these requests on a case-by-case basis. Lynne Ford talked about the two 4+1 programs at the College. Arts Management is not a 4+1 program. This certificate is designed for working professionals and for graduates of the Arts Management program and other undergraduate programs. Divya asked if this is a workforce certificate? Lynne Ford and Karen Chandler said no. Sandy Slater said that we have had this conversation about undergraduate and graduate sharing over and over, and that it comes back to this committee when it is a problem.

Sandy Slater asked the group to share any other concerns/questions.

Lindsey Drager asked about the two adjuncts. Will there be a request for a new faculty line in the future? Karen Chandler explained that the idea is to get the certificate off the ground, get enrollments up, and then evaluate any additional needs. If after evaluating the certificate, there is a need for a master’s degree in arts management, then we would consider new faculty lines.

Sandy Slater asked if Arts Management will always have enough faculty to teach in the program? Karen Chandler responded yes. In the event that the program would have to make other choices, then Karen Chandler could teach in the certificate as well.

Divya Bhati noted that we will have a SACSCOC notification and teach-out plan for the terminated certificate. The new certificate will require as prospectus. Sandy Slater asked about the timeline of getting institutional approval and submitting the prospectus in December. Divya Bhati explained that the prospectus is due January 1. Sandy Slater suggested the following timeline:

- Graduate Council, November 30
- Faculty Senate, December 4th
- Prospectus (printed document), due January 1.

Karen Chandler asked about documenting the teach-out plan. Divya Bhati said that a letter of termination and a teach-out plan is required.
Robyn Olejniczak brought up some catalogue questions including language about the “Certificate to Degree Option.” The decision will be to delete the “Certificate to Degree Option” language for Arts Management and MPA. The program will follow the Graduate School’s policies. Karen Chandler and Judy Millesen will send an email to Franklin Czwazka to remove this language.

Sandy Slater suggested that the committee batch voting of the proposal to delete the existing Arts Management certificate, create the new Arts and Cultural Management certificate, delete the related PUBA classes, create five new ARCM classes, and approve the changes for the MFA in Creative Writing.

Kate motioned to approve. Lindsey seconded. All approved. Sandy Slater asked for the consent of everyone regarding the schedule and plan to move the proposal forward. Sandy Slater will keep the committee informed.

F. Public Administration (several are simply to reflect the inclusion from Arts Management to Arts and Cultural Management)

Sandy Slater discussed the change from 39 to 33 hours. She asked if there was any pushback on this proposed change? Judy Millesen responded that the proposal benefits the students and allows for program expansion. Sandy Slater asked if 33 credit hours is similar to programs offered elsewhere? Judy Millesen explained that 10-14 courses are required for most programs. The MPA will now be 11 courses. Amanda Ruth-McSwain asked about PUBA 603 being removed from the requirement. Judy Millesen explained that there was significant redundancy between classes. In the future, PUBA 603 will be deleted - likely in the next year.

Kate motioned to approve. Lindsey seconded. All approved.

Judy Millesen asked about offering the exact degree in an alternative format. Would this require a Curriculog proposal? Lynne Ford said that this is a scheduling change, not a curricular change. Sandy
Slater asked Judy Millesen to give the Graduate Committee an update when the new form of delivery is offered.

G. Special Meeting Call for PhD in Math and Data Analytics
Sandy Slater asked about the potential timeline for this proposal. Fall 2020 is the target date for the PhD in Math and Data Analytics. Annalisa Calini in Math has been working with Divya Bhati because this will require a level change - the first PhD at the College.

Amanda Ruth-McSwain asked about the timeline of approving a level change and a new program, etc. Divya Bhati said that the proposals will move through concurrently. Sandy Slater mentioned that this committee will need to be very involved.

H. M.Ed in Languages (SPAN) moved to completely online modality.
Sandy Slater updated the group about the change in modality.

I. For the Good of the Order.
Amanda Ruth-McSwain shared that she will have modified availability in the Spring semester. Robyn Olejniczak shared that there have been discussions around the concept of a thesis. Credit hours, stopping out and in, etc. New policies will likely come to this committee.

J. Adjournment.
Amanda motioned to adjourn. Lindsey seconded. All approved.

Next meeting: Tuesday, Dec. 4 at 1:00pm
Jewish Studies Conference Room