1. Approval of minutes from November 2, 2018 meeting
   Motion-Sian Griffiths Second-Tanya Nolan, all approved, motion passed

2. Departmental Honors for graduate programs – Dan Bedford (needs to be first on the agenda)
   Open to the prospect that if departments would like to have those honors for graduate students, then they may. Fold the duties of the job into the Graduate Program Coordinator. Minimum requirements-GPA, Community Service, Giving a professional presentation. Would like to see more participation in the honors program—even requiring students to take an honors class. Push students to attend occasional events that would get them out of their field of study to see how that would apply to their chosen profession. Each department would be given the opportunity to set up honors events/programs in the evenings so that graduate students may attend. Contact Megan Moulding & Dan Bedford if your specific program or department would like to participate in some of these.

3. Graduate Credit by Examination – Casey Bullock
   a. See proposed PPM changes in Box
   b. PPM 4-21a is not governed by graduate council and we cannot make changes.
   c. Wording would be edited to “For Graduate Programs see PPM 11”. Based on Northwest accreditation’s current standards, we can NOT award credit for professional experience that occurred prior to matriculation into the graduate program. Once they are matriculated into the program, we can award them credit for any experience completed during that timeframe.
   d. Change wording from ‘Is not possible’ to ‘Will not be granted’.
   e. Certain prerequisite or leveling courses in graduate programs can be substituted with more pertinent electives.
   f. Motion to approve-Fon Brown, Second-Matt Mouritsen, All in favor, motion passed.

4. Early Admissions – Casey Bullock, Ben Barraza
   a. Logistics to consider
      • WSU students only?
        1. Pro-Would allow for more recruitment in the undergraduate pool by providing them with an incentive. Easier for them to make the deposit for the program.
        2. If they weren’t WSU Students, it could be hard for them to pay their deposit.
        3. Early Graduate admissions would not be plausible for some programs
        4. Pilot the program with some departments before rolling it out to all the other programs.
      • How to define “junior”?
        1. X% of degree completion in CatTracks?
        2. Conditional admittance to program-Student must make a commitment that they will meet certain criteria by a predetermined date.
           a. Conditional acceptance can be problematic unless we are able to find a way to track the students and their progress.
b. CRM Recruit for admission into graduate programs. Update the program so that we can bring the admission rates up to current technological standards.

c. Marketing—Going to graduate fairs to recruit students, tracking the point of contact we made with each student. Centralizing graduate admissions to some degree. How quickly would we like to start reaching out to students, what kind of barriers would that present, and what kind of benefits would that present to current graduate programs? Maximizing utility across the board while allowing us to include everything that we need. Program directors would need to coach the students on which year to choose so that they are not inadvertently selecting the incorrect year.

d. Is there a deadline of when to choose whether your program will utilize CRM Recruit or if they would prefer to go with another program—it’s more of a long-term goal within each program and department.

e. Volunteers for a Graduate Sub-Committee: Rob Holt, Andrew, Lindsay Garr, Louise Moulding, Valerie Herzog, Ben Barazza, Lonnie Lujan, Scott Teichert

3. Students will not be pushed over to Banner until Spring of their Senior Year.
4. Definition of Junior will be left up to each individual program and their requirements.

5. MTAX Curriculum Changes – review in Curriculg
   a. MTAX Program Change
   b. MTAX 6437 – State and Local Tax/Exempt Orgs (New Course) – free elective
   c. MTAX 6487 – Retirement Plans (New Course) – free elective
   d. MTAX 6400 – Tax Research and Procedure (Non-Substantive course title change)
   e. Deletion of a required course. 5 MTAX Courses are now required in addition to one elective. Allows students some additional flexibility in their pursuits.
   f. Motion - Matt Mouritsen, Second - Louise Moulding. All in Favor, Motion Passes.

6. Annual Reports – Provost Miner
   a. Graduate Programs will complete annual reports this year
   b. What data/information would be useful to include?
      - Value, Affordability, Growth
      - Data collection from the Academic Task Force was skewed towards the past and should have been more futuristically geared.
      - Not one size fits all, it is what size fits you best!
      - Salary dollar lines that allow us to move forward in the direction that we desire.
      - Template will be provided to each department that they can fill in with their own data. Gail Nicholson’s office will provide more information to each program regarding this.
      - Do not have to fill out the whole report every single year, rather some years it would be a shorter report such as “We have done X Y & Z and we are feeling good about the direction that our department/program/college is heading in”
      - “How can I articulate the importance of having that basis of knowledge in the report?”
      - This report gives a look into the future as opposed to program surveys which provide a past overview of the semester.
      - Ask a student for an actual email aside from their Weber email in exit surveys to satisfy some accreditation requirements.
      - Email Madonne Miner with any suggestions of what you would like specifically for your department.
      - Reports due to Madonne-May 15th. Template should be available in early February.
7. Graduate Climate Survey sub-committee
   a. Saved for next meeting in January due to time constraints

8. Program Updates/Successes
   a. Rob Holt-DNP Proposal made it through Faculty Senate! However, the forms that were filled out were the incorrect ones so that it can go through Faculty Senate again and Board of Regents.
   b. Louise Moulding- MEd changes made it through the University Curriculum

Next Meeting: Friday, January 11th, 2019, 12:30-2pm (no meeting in Dec. 2018)

January is the LAST meeting to make any graduate program curriculum changes for the 2019/2020 academic year! Valerie will work with you to get the program changes through Grad Council in time if possible.