



**METROPOLITAN  
STATE UNIVERSITY<sup>SM</sup>  
OF DENVER**

*Graduate Council*

**Metropolitan State University of Denver**

**April 16, 2020**

**Virtual**

**11:00-12:30 PM**

**MINUTES**

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Kim Starr, Crystal Annan, Nicolas Cachanosky, Shannon Campbell, Letitia Pleis, Connie Sanders, Ingrid Carter, Kwang Cho, Henry Jackson Jr., AJ Alejano-Steele, Amy Middleton, Shaun Schafer, Edgar Maldonado

- I. Welcome
    - a. Approval of Minutes
      - i. Moved by Shaun second by Connie
        1. Approved

(11:00-11:05)
  - II. Discussion of Future Plans
    - a. Meet in May
      - i. Shaun and Shannon believe that we need to have a meeting in May to approve some curriculum
    - b. Curriculum approvals
      - i. Future of GC role in curriculum
        1. Voting on curriculum resides with Faculty Senate
          - a. Shaun and Shannon will work with the FS President on process
        2. We can have further discussion about the idea for a GC committee
          - a. Just need to ensure curriculum is faculty lead
    - c. Deep dive discussion suggestions

(11:05-11:15)

    - Follow up on BS/BA requirements
    - Covid-19 (Shannon)
    - How to effectively teach graduate courses in a fully online format (Ingrid)
    - Enrollment issues how to incentivize enrollment/application to grad programs? (Ingrid)
    - Recruiting and retaining grad students during COVID (Amy)
    - how to run an online grad program, teaching, retention, recruiting, etc. (Nicolas)
    - OGS will try and ensure we have experts from areas related to topics attend next meeting
  - III. Graduate Studies Retreat (August-perhaps online)
- (11:15-11:20)

- Would include all people in graduate education
- Not sure what will happen with Covid-19
- Discuss the graduate catalog

IV. Graduate Orientation (August-definite online)

(11:20-11:25)

- In the past new graduate student attend program orientation
- OGS orientation was in the afternoon
  - o Campus wide services
- This will be online
  - o Asynchronous orientation (prerecorded student services)
    - Receive badges, once they have all badges, they will be entered into a scholarship
    - How will they do Q&A
    - What platform will you use? Could programs piggy back on it
      - Shannon will get back to GC on this

V. Graduate Catalog

a. Plans for moving forward

- i. GC will discuss this until the retreat in August
- ii. We must look at not only where we are now but where we will be in the future
- iii. Catalog represents the university basement/floor
  1. We must remember we are an access institution
  2. Is there a deadline for handbooks?
    - a. Cannot have our handbooks that are tied to this handbook until this catalog is passed
    - b. Is there a review process for the program handbooks, or do we just follow the template you have us?
      - i. OGS would like to look but the content resides with the programs
- iv. There will be a special session on April 30<sup>th</sup> at 11:00
- v. Letter Grade Discussion
  1. Audit- as a cash funded program is this something we want to offer.
    - a. Can they be required to pay? Reduced rate?
      - i. They are not typically enrolled, don't typically pay but we can discuss
  2. Connie will look into the CC notation
  3. Need to have the S and the U added to the catalog
    - a. Currently being used
  4. NR- is used if faculty have not submitted grades for the course
- vi. Should they be included? Some faculty may get confused by new options, so they should be described clearly in the catalog

- vii. Non-degree seeking student- Resolved by GC (12:21)
  - 1. These students will pay tuition
  - 2. They are not eligible for financial aid
  - 3. Students still have to abide by the requirements of the program- if there are prerequisites, they still have to abide by this
  - 4. Program can add additional steps for admission within their handbook
- viii. Academic Performance
  - 1. The Nutrition internship is already using the U/S for the entire program

b. Initial Discussion

i.

(11:25-12:30)

I-17 application is up for renewal (Office of the Registrar)

- Important for it to be written for us to expand for our programs
- They have been so specific that new programs have not been able to admit international students
  - o We cannot adjust any information once it is submitted until it is reopened
- GC can review and take back to units
  - o Check for completeness and accuracy

A "parking lot" question: are we still allowing phase I proposals for new master's programs starting May 1, or has this been delayed or changed?

- Yes OGS has been working some of the programs already

MSU Denver has been in discussion with Coventry in the UK to offer a PhD

- This has been disrupted due to Covid-19
- Upper administration is onboard with this
- An institution in Oklahoma has a similar partnership and has been profitable for them