

Faculty Meeting for Graduate Programs
October 15, 2009
TJM 228 – 11:00 a.m.

Present: President Dan Hanson, Dr. Greg Seay, Dr. Mark Beischel, Dr. Anthony Citrin, Dr. Greg Galardi, Dr. Mary Goebel-Lundholm, Ms. Sheri Grotrian, Dr. Christy Hutchison, Dr. Liz Kearney, Dr. Bill Lambrecht, Dr. Kristi Preisman, Dr. Beverly Urbach, and Linda Staples.

Absent: Dr. Cheryl Blue, Dr. Ellie Kunkel, Dr. Johann Murray, Dr. Greg Zost, Dr. Loretta Zost

1. Welcome

Dr. Seay welcomed everyone to the meeting and introduced Dr. Hanson

2. Dr. Hanson

Dr. Hanson stated that he has been meeting with individuals across campus. He noted that there is a 30% increase of graduate students who are not residents of Nebraska taking our online courses.

He asked faculty to tell him about Graduate Programs. It was noted that 70% of MSED students are from Nebraska, with 60% of MSOM students from Nebraska.

Discussion involved faculty stressing the need that faculty development in the use of technology is always needed. Maintaining and expanding PSC's online market was also discussed. Students receiving paid tuition for recruiting other students was discuss.

3. Students starting in Fall instead of Summer –

a. Faculty asked to be notified of students not having pre-req's

Dr. Seay encouraged faculty to post a question asking students to respond if they are in their courses and do not have the needed prerequisites.

b. APA requirement for each course

1) has been added to required text for each course starting with Spring semester

2) add to syllabi verbiage that students should retain APA text for reference

3) committee report on adding course introduction with specific requirements

The committee has received feedback from Laura Roberts, and Laura is researching what is available and when it can be incorporated into specific courses.

The following are working in these areas:

Welcome – Dr. Citrin

APA Citations – Dr. Galardi
Blackboard Tutorial – Laura Roberts
Library Journals – Dr. Blue
LiveText – Drs. Kupper and Kearney

4. Mentors – Projects – one request
 - a. Request for mentor for project? volunteers?

Dr. Citrin volunteered to work with the current student who needs a mentor for her project.

5. Review course descriptions
 - a. Send in updated changes to Linda
 - b. Put course descriptions and prerequisites in syllabi
6. Syllabi – Reminder, copy to graduate office each time course is taught
7. Course video presentation clips and/or voice over power points
 - a. Roll out – entry point, difficulty, core courses, sequence
 - b. ID two courses for next Fall
 - c. Faculty pay for summer development?!

Dr. Galardi and Dr. Citrin volunteered to work towards this goal for their courses.

Suggestions included all instructors recording a welcome and introduction to their course to add to Blackboard and to the Graduate Programs web site with each course description. Introduction to PSC's campus buildings and staff was another suggestion.

Voice over for courses – Dr. Citrin, Dr. Goebel-Lundholm, and Dr. Preisman volunteered.

8. Proctored Finals – student contact/verification
 - a. Establish committee to discuss options – volunteers?

Dr. Seay stressed that a process must be established for all graduate courses by fall 2010.

Discussion included essay questions for finals, requiring students to list other classmates, trusting students, and make major term papers due the 7th week of class.

Dr. Seay stated that he would probably establish a committee to work on this project to bring suggestions to the group.

Dr. Goebel-Lundholm informed faculty that the Small Business Development Center in Auburn has grant writer who is happy to assist anyone is writing grants.

Meeting adjourned.