MINUTES
GRADUATE BOARD
February 13, 2017

PRESENT: C. Creech, M. Deibis, T. Hemphill, V. Lotfi (Senior Vice Provost), B. Maki, A. Ojelabi (Student), K. Schilling, S. Selig, S. Turner

ABSENT: M. Finney, B. Gaydos

1. Minutes from January 23, 2017 were approved with no revisions.

2. Discussion Regarding Proposed Revisions to Guidelines for Approval of New Graduate Programs
   - The proposed revisions to the Guidelines for Approval of New Graduate Programs that were presented by the Graduate Board to the AAAC were not approved by the AAAC.
   - V. Lotfi and M. Finney will schedule a meeting with AAAC Interim Chairperson to discuss next steps.

3. Proposal for Master of Science in Nursing Program with a Concentration as a Nurse Educator and a Post-Graduate Nurse Educator Certificate Program
   - The School of Nursing seeks approval to offer a new Nurse Educator concentration in the Master of Science in Nursing program. In addition, they are seeking approval to offer a Post-Graduate Nurse Educator Certificate for master’s or doctorally-prepared nurses to develop competencies in nursing education.
   - The proposed MSN program is a cohort program offered completely online requiring students to complete 42 credits over the course of seven semesters. Eligible students will have a Bachelor of Science in Nursing (BSN) with a RN license in the United States or will be admitted to the RN to MSN pathway where students will be required to complete equivalent credits before application to the proposed program.
     o Estimated enrollment for the MSN program is 20 students per year.
     o Students will be recruited across local, state, and national levels.
   - The proposed Post-Graduate Nurse Educator Certificate program is offered completely online requiring students to complete 14 credits over four semesters. The program will only be offered to those that have already completed a MSN or higher.
     o Estimated enrollment for the certificate program is 8 students per year.
   - Needs assessment data was included; they believe that there will be a strong demand for the program including bachelor-prepared faculty currently teaching at the community college level.
     o The SON has set aside funds to offer small scholarships to students in first cohort.
   - A competitor analysis was conducted within and outside state of Michigan with data being included in the proposal.
The proposal included budget data for both the MSN and the Post-Graduate Certificate programs. For the MSN: a .5 FT adjunct faculty position is needed in year 1 and one FT new faculty in year 2. For the Post-Graduate Certificate: a PT adjunct faculty is needed in year 1 and one PT adjunct faculty will be added in year 2.

- The Education Department will collaborate on a portion of the program.
- The SON believes that the proposal is consistent with the missions of both the School and the University.
- The Board commended the SON on a well-written proposal.
- The Graduate Board voted unanimously to approve the proposal as written. The proposal will now be forwarded to the Provost for further action.

4. Matters Arising

- A future meeting will be dedicated to the discussion of the Physical Therapy self-study reports.
- Since the Master of Public Health program is working to complete a self-study for accreditation, they will wait to submit their Graduate Programs self-study report until fall 2017.

Next meeting: 3/13/17 @ 2:00pm in the Graduate Programs Conference Room