



# MONTANA STATE UNIVERSITY NORTHERN

Meeting Minutes  
Grad Council Committee  
February 13, 2018  
Cowan Hall Room # 303  
2:00pm

Members: Carol Reifschneider, Curtis Smeby, Darlene Sellers, Eleazer Resurreccion, Joey Todd, Larry Strizich, Neil Moisey, Norton Pease, Randy Bachmeier, Steven Don, Virginia Braithwaite

Chair: Curtis Smeby Minutes: Debra Bradley

Members Present: Curtis Smeby, Darlene Seller, Eleazer Resurreccion, Joey Todd, Larry Strizich, Neil Moisey, Norton Pease, Randy Bachmeier, Steven Don, Virginia Braithwaite,

1. **Meeting was called to order by Curtis at 2:00pm**
2. **Approval of the agenda**
  - a. Motion was made by Darlene
  - b. The second was made by Norton
  - c. Called for the question
  - d. Approved by all
3. **Minutes from September 26, 2017**
  - a. Motion was made by Darlene
  - b. The second was made by Larry
  - c. Question was called
  - d. Minutes approved as written
4. **Old Business**
  - a. Counselor Education
    - i. Draft of brochure
    - ii. Working with Will in University Relations
    - iii. 3 year program included
    - iv. No advertising and has been word of mouth only
    - v. Working on Website, Social Media, Twitter, Facebook
    - vi. WebEx Info Session
    - vii. Postcard with Tracey Jette

- b. Instruction and Learning
  - i. Spring 2018 cohort was cancelled due to low enrollment
  - ii. Rolled the four applicants to Fall 2018
  - iii. Summer Session instead of Spring Session
    - 1. More traditional
    - 2. More focused
    - 3. Why not just fall starts?
    - 4. Follow the trend, identify the cohorts
    - 5. Summer start demographics
      - a. Ask the school districts if a summer start would be a new trend
  - iv. Provost suggestions
    - 1. Cost of faculty
    - 2. Need for graduation
    - 3. Spring #'s vs Fall #'s
    - 4. Summers cohorts need 10 students to adjust for the cost of faculty
  - v. Randy suggestions
    - 1. Writing and Stats enrichment courses for summer to help students in the fall
    - 2. Changes in the brochure need to reflect
    - 3. Two weeks of back to back classes
    - 4. Or go with an older model of Summer only but use all classes
    - 5. Focus this year on Fall
      - a. Track the data Spring Summer Fall
    - 6. Wait till Fall 2018 to start thinking of Spring 2019

## 5. New Business

- a. Counselor Education
  - i. Behavioral Health
    - 1. Professional Board is now the Official Board of Behavioral Health
    - 2. Providence College in Great Falls in CACREP Accredited
    - 3. MSUN will have to seek acceptance or students pass the LCPC program
    - 4. Discussion by Spring 2019
    - 5. Self-study or visitation will cost around seven to 10 thousand dollars
    - 6. Demand for the cost by doing a 20 years worth of data with only three to four students that are out of state that graduated from the program
    - 7. New Course – post graduate Ethics
      - a. Information only –
      - b. Name change
  - ii. After spring break plan a meeting just to talk about the need to grow the program and CACREP

- b. Instruction and Learning

- i. Cohort Handbook needs to be updated in the college catalog
  - 1. Have ready for new students
  - 2. Schedule needs to be included
  - 3. Research or electronic portfolio
  - 4. Work with Alisha in registration to get this completed
- ii. Housekeeping to take out the 600 # and make sure that they are all 500 # with the right class title
- iii. Need to define the MAT/GRE scoring, BA/BS GPA before entering the program
  - 1. Motion to approve was made by Darlene
  - 2. The second was made by Norton
  - 3. Question was called
  - 4. All approved

**6. Financial Aid Appeal by I & L student Andrew Johnson**

- a. The student has a 1.57 GPA for all the master class in the program,
- b. Out of 42 credits only 18 have a grade above a “B” to maintain being in the program
- c. 36 credits are also needed to graduate the program
- d. 3.0 gpa is needed to be in the program,
- e. Was asked to write an appeal for Financial Aid
  - i. No supporting documentation has been presented
  - ii. Motion was made to deny Financial Aid by Steven Don
  - iii. The second was made by Virginia Braithwaite
  - iv. Question was called
  - v. Approved by 6
  - vi. 1 abstained

**7. Approval of Graduation List Spring 2018**

- a. I & L will graduate 10-12 students
- b. CNSL will graduate 11 students
  - i. Motion was made to approve the graduation list by Steven Don
  - ii. The second was made by Darlene
  - iii. Call for the question
  - iv. Approved by all

**8. Task Stream**

- a. Curtis stated that Joey Todd was helping out with getting their rubric placed
- b. Joey is meeting with Mike(?) identifying the program that it needs to be placed on

**9. Professional Improvement Plan**

- a. Debra presented the plan and told the committee of how this came about.
- b. Copied and modified the Nursing and the Initial Education program plan
  - i. Suggestion was to just hyper link the student handbook policies
    - 1. Student Misconduct and Grade Appeal Policies

10. Adjournment at 3:00p

- a. Motion was made by Steven
- b. Second was made by Darlene
- c. Question was called
- d. Adjournment was approved by all

Respectfully Submitted

Debra Bradley