

Graduate Policies and Procedures Council  
December 9, 2010

Minutes

Present: Casey Lum, Bruce Diamond, Nina Jemmott, Rochelle Kaplan, Ginny Overdorf, Yvonne Roux, Tinu Adeniran,

1. Minutes from October 18 and November 18 were approved

2. Information Items

- a) Revised charges are under review by Senate
- b) Graduate Studies Forum set for April 14
- c) Raza Mir will be joining council as College of Business representative

3. Prioritizing of Council charges will be done after revised charges are approved by Senate.

4. Planning for April 14 Graduate Studies Forum

The focus and format of the forum were discussed with the understanding that all final decisions will be made in collaboration with the Graduate Programs Council. Among those present it was agreed that the theme of the forum should reflect the overall University emphasis on strategic planning and that the Academic Plan section on graduate studies should be incorporated into the forum working groups. Tentatively the following were decided:

Forum Title: *Envisioning a Strategic Plan for Graduate Studies at William Paterson University*

**Location:** We will try to get double ballroom in UC – Tinu to arrange this

**Structure of Forum:**

**Part 1-** 5-minute Power Point introduction on current graduate programs at WPU and any coming up in near future and on graduate program enrollments over past 5 years – Tinu and Casey will prepare this.

**Part 2** – 45-minute (15 minutes per topic) for Breakout Groups by College to discuss three points emerging from the 17-point report about Graduate Studies in the 2009-2011 Academic Plan. All Council members should review the document for discussion at next meeting. Some topics suggested at this meeting were:

- Organization of graduate studies at WPU
- What is the common vision across all graduate programs? (consider a Mission Statement for Graduate Studies)
- How are graduate programs distinguished across disciplines?

- What outcomes do we want our graduates to achieve?
- What is the graduate studies market for WPU (what is our niche)?
- How can graduate studies at WPU increase its reputation for excellence?

Ginny, Bruce, and Casey will work on three specific questions regarding vision, image, and quality to start the discussion at our next planning meeting with the Graduate Programs Council.

**Part 3** – 20 minute report-out by groups.

In general, it was agreed that representatives from both Councils would facilitate the discussions in their respective College breakout groups as well as take notes on the discussions. Notes will then be summarized by the Councils and presented to the full Senate as a recommendation for strategic planning for Graduate Studies.

5. Our next meeting with the Graduate Programs Council was tentatively scheduled for Thursday, January 27<sup>th</sup> at 11 a.m. Location TBD.

Respectfully submitted,  
Rochelle Goldberg Kaplan