February 19, 2019

MINUTES

Academic Affairs Committee on Graduate Studies (AACG)
Hand Hall 220

Attendance: Ben Carlston, Gary Litton, Lara Killick, John Kirlin, David Ojcius, Fei-Lin Hsiao, Jim Uchizono
Ex-officio: Thomas Naehr, Margo Landy
Guests: Berit Gundersen, Bob Hanyak, Jeri Bigbee

Call to order at 3:00 pm – Ben Carlston, AACG Chair

I. Consent Calendar

Minutes of January 29, 2019
PCSP Memo

Motion to approve the Consent Calendar

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<tr>
<td>Gary Litton</td>
<td>David Ojcius</td>
<td>Passed, w/1 abstention</td>
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II. Action Items

1. Incomplete Grade Policy – Ben Carlston, Margo Landy

Registrar Margo Landy explained the issue is the policy in the catalog and the Faculty Handbook (FHB) don’t match the Incomplete Grade Contract form. She was asked by PHS to remove the additional guidelines on the form, not in the catalog and FHB. The committee was advised that AACU considered the issue at their recent meeting and assigned a member to possibly team with an AACG member to review the issue and make a recommendation to both committees prior to AC review. Chair Carlston asked if there was an opinion on a solution. He confirmed the form/policy is used for both undergraduate and graduate and if possible make it consistent, but they didn’t have to be linked. The Registrar spoke to Financial Aid and they confirmed there were no financial aid regulations governing the use of incomplete grades. After discussion, the committee decided to recommend making the form consistent with the FHB, then if there is a concern edit the handbook. The Registrar advised that if AACU didn’t have the same conclusion it would result in two separate forms.

Motion to recommend making the form consistent to the handbook:

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<td>John Kirlin</td>
<td>Ben Carlston</td>
<td>Passed unanimously</td>
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2. Chair-elect - deferred

3. MS Nursing – Berit Gundersen

Berit Gundersen introduced her team, Bob Hanyak, Interim Director of New Healthcare Program Initiatives and Jeri Bigbee, Nursing Program Consultant.
Berit explained the two new programs align with Pacific 2020R goals of agile and dynamic growth and signature graduate programs. The programs educate the healthcare team when combined with existing Pacific health programs. The disciplines will work together to provide optimal patient care. Pacific has the opportunity to model a health care team, how they function and how patient care is provided. She noted the world of nursing is very complex, comprised of RN’s, family nurse practitioners, and doctor of nurse practitioners. Pacific has chosen MS in Nursing. The program is post licensure/graduate level. The Commission on Collegiate Nursing Education (CCNE) accreditation is needed (only). Once the program is established with CCNE there’s opportunity to add additional nursing programs. Nursing is one of the highest demands in our region, entry level and additional education in complex nursing roles. The current demand shows a 15% growth in nursing, and demand for nurses with advanced degrees. Current programs aren’t meeting the demand and are focused on leadership and education. Pacific will offer 3 concentrations: rehabilitative nursing, legal nurse consulting, and informatics (healthcare data). All three have certification at a national level and there are no other schools in our area with these tracks. Consultant, Jeri Bigbee has informed nurse leaders in the region and nationally and there is great interest as there is no rehabilitation programs being offered in the west. Due to Pacific’s existing rehabilitative program there will be interprofessional opportunities at Pacific. She is waiting to hear from legal nurse consultants about the concentration. Berit clarified the programs won’t be brought all at once, instead the rehabilitative program will be first, then legal nurse consulting, then informatics. It is intentional to bring many programs in at once to work with existing programs. Nursing is primarily online due to nurses being working professionals. There will be short intensives each semester to bring cohorts together. The proposal is for part time and full time (9 units per semester-common for nursing). The entire program is 32 units, in trimesters over 16 months. The AACG/Law member noted the proposal links the legal nurse consulting concentration with McGeorge. He informed the committee that the sole law professor that focused on health at McGeorge had taken the recent buyout. Therefore, McGeorge is now a sparse resource for health, although the Master of Science in Law is beginning to develop (online program). Berit responded the McGeorge dean supports the program and mentioned possible synergies with the Masters of Law (LLM). Berit confirmed there was capacity for the program in Canvas and OIT support in spite of the budget reductions at Pacific. They have worked with the instructional support and she feels confident there is capacity to support students. An AACG member noted deficiencies in handling the students we have at the undergrad level. The Registrar and admissions capacity have been confirmed. An AACG member noted the tuition will be $1,000 per unit, four times more expensive than the CSU programs and asked if Pacific is relying on distinctiveness and demand. He referred to the recent failure of the Cybersecurity program. Bob Hanyak responded that Pacific isn’t trying to compete with CSU programs that are residential and purposely small. Chico and Stanislaus State have cohorts every two years with less than 10 per cohort, and rotating tracks. Price points for other private schools are: Samuel Merritt $1394/unit, USF $1385/unit, U of San Diego $1500/unit. Pacific will be competitive with the privates due to the accelerated time and less per unit. In response to the topic of practicums, Berit noted that Pacific’s programs are unique and none currently exist at other schools, therefore not a direct competition. Pacific has some established relationships with institutions in other healthcare programs that can be leveraged. Bob added that some students will do their practicum where they are employed (if allowed).
Berit noted CCNE will provide guidance on the ethics of students utilizing their workplace for practicum.

Berit confirmed Pacific will try to place graduates with northern California healthcare providers. Bob added that because the intensives to come to campus there will be a greater attraction to and from the region.

There was discussion about interprofessional education and Pacific’s intent to make it more robust and local. Pacific is looking at the existing tuition structures for the current health programs for sustainability (top of market) there may be adjustments coming in tuition. Jeri informed the committee there are plans for 3.5 FTE, a full time program director, assistant director, adding specialty faculty and clinicians - 3 half time. The number of faculty is competitive with other programs. Nurse educators tend to have heavy teaching loads.

Chair Carlston asked about the costs and plan for marketing/recruiting students. Berit confirmed there is a separate marketing budget and additional funds built in for each concentration. Bob added the accrediting agency lists schools/programs on their website.

Motion to approve the new program MS Nursing:

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4. MS Clinical Nutrition – Berit Gundersen

Berit presented the MS in Clinical Nutrition as a unique opportunity at Pacific. Berit explained the requirements will change in 2024 when nutrition education and students will be required to have masters degree to sit for RDN exam. The program would be the first in California, where there is a lack of internships. The program would allow those students to get their masters and intern hours to take their exam. It’s a trimester program – first semester is face-to-face/16 months/meets 1200 hours for experiential learning to sit for exam. There’s opportunity and a requirement for inter-professional experience in their clinical training. The program is projected to be net revenue positive after two years. The program will begin with a small cohort. The accrediting body was supportive. Clinical sites and preceptors that are masters level trained will be needed. She confirmed the program would potential use some adjunct faculty from PHS.

Motion to approve the new program MS Clinical Nutrition:

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Berit thanked the committee for their time and approvals.

V. Information/Discussion

1. Declarations of Intent
   A. MS Finance
   B. Master of Social Work

2. Graduate Assistantship FHB Addition Feedback from Units

Dean Naehr has received feedback, but when he receives more (or not) the FHB addition can come back as an action item. Suggestion to use some of the teaching assistantships for research assistantships. Also, a maximum number of enrolled units (could be 11) and minimum (3, instead of 6 units). Perhaps a higher requirement before they hit their final
semester. Develop an evaluation process (not onerous). Self-eval and then supervising faculty conversation. Will the Grad school fund GRA’s – past history - programs were given 20%, establish an accountable process and genuine award process. Graduate assistantship budget used to be tied to the undergraduate tuition rate. Another topic that came up - can you be GA and TA – can’t exceed 20 hrs limit. Deans model will promote research. He asked members to send suggestions to the dean by end of this month.

3. WSCUC Update and Site Visit

Dean Nachr reported on the Sacramento visit – went well, talked about student support, matrix that shows support services available on each campus. WSCUC considers SAC & SF as satellite campuses. Chair Carlston referred members to VP Cyd Jenefsky for questions about the site visit. The self-study is published on the website.

VI. What’s on your mind?

Adjournment at 4:37 pm