

**University Wide Graduate Committee
Minutes
March 10, 2009**

PRESENT: Matt Baumer, Margaret Hammond, Mary Jane Hirt, Joann Janosko, DeAnna Laverick, James Lenze, Jamie Martin, Scott Moore, David Myers, Linda Norris, Mavis Pararai, David Piper, J.B. Smith, Laura Strong, Dave Tiscione, Dawn Woodland

NOT PRESENT: Vida Irani, Nashat Zuraikat

Dr. David Piper called the meeting to order at 3:30p.m.

On a Woodland/Smith motion the agenda was **APPROVED** as submitted.

On a Martin/Woodland motion the February 10, 2009 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Piper announced that Sean McDaniel and Peter Broad would be attending the meeting around 4:15pm for any questions regarding the MA in Spanish program.

Dr. Baumer announced the first candidate for the Dean of the Graduate School and Research is on campus today and tomorrow; he encouraged the faculty to go to any interview sessions that they could. He also, announced that the second candidate will be on campus next week.

Dr. Lenze distributed the following:

ENGL 696 Internship in ESL/EFL (minor course revision); everyone looked over the proposal and on a Moore/Smith motion this passed unanimously – **APPROVED** – 3/10/09

ENGL 723/823 Second Language Teaching (minor course revision); everyone looked over the proposal and on a Martin/Woodland motion this passed unanimously – **APPROVED** – 3/10/09

ENGL 815 Qualitative Research Methods in Composition and TESOL (minor course revision); everyone looked over the proposal and on a Moore/Smith motion this passed unanimously – **APPROVED** – 3/10/09

ENGL 846 Advanced Seminar in Literacy (minor course revision); everyone looked over the proposal and on a Moore/Smith motion this passed unanimously – **APPROVED** – 3/10/09

ENGL 848 Advanced Topics in Linguistics (minor course revision) everyone looked over the proposal and on a Martin/Woodland motion this passed unanimously – **APPROVED** – 3/10/09

Variability of delivery of the Health Services Administration Degree Program to Monroeville

Dean Myers had no announcements.

NEW BUSINESS:

Business in Progress:

A) Programs/Curricular Matters

1. ***M.A. in Spanish***, assigned to subcommittee #3 (David Piper, Mark Staszkievicz, Matt Baumer) – 3/4/08; subcommittee report was handed out; no discussion – 3/18/08, 4/1/08; lengthy discussion – 4/8/08; after much discussion a memo will be sent to proposer with suggested changes – 4/15/08; a response will be coming to the committee in a couple of weeks – 8/26/08; no discussion 9/2/08; received a response and whole new proposal from the proposer on 9/9/08 and was put on the ‘x’ drive; started discussion about the response but did not have time to finish-will continue at the next meeting – 9/16/08; after lengthy discussion a memo will be sent to the proposers with the committee’s concerns – 9/23/08; no response from proposer – 9/30/08; proposer says response is forthcoming – 10/14/08; no discussion – 10/21/08, 10/28/08, 11/11/08, 11/18/08; the new provost called this in for resource issues and has not signed off yet, the department is ready to send back to committee but has to wait for the okay from the provost – 1/13/09; provost has put a hold on this for the time being – 2/3/09, no discussion – 2/10/09; Sean McDaniel and Peter Broad attended the meeting to answer any questions committee members may have; after some discussion on a Norris/Smith motion this passed unanimously – **APPROVED** – 3/10/09
2. ***ANTH 415/515 Cultural Resource Management (new course)***, was not assigned to a subcommittee; after some discussion a memo will be sent to the proposer with suggested changes – 2/10/09; no response from proposer – 3/10/09
3. Variability of delivery of the Health Services Administration Degree Program to Monroeville; after some discussion Dr. Piper will take the proposal back to proposer with suggested changes – 3/10/09

Business in Progress:

B) Policy Issues

1. ***Handbook***, New Chapter – Online (Distance) Graduate Programs; lengthy discussion; LaPorte will put all the suggestions together and have another draft for the committee in the near future – 1/15/08; no discussion – 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08; LaPorte will have the draft ready so that it may be sent to Senate as information only – 4/8/08; draft was sent to everyone via email but no time for discussion; the draft will be sent to Senate on 4/22/08 as information only – 4/15/08; no discussion – 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08; Dr. Lenze is on the distance education committee and reported that the committee is moving ahead; he recommended that the committee look at the document that Dr. LaPorte drafted and discuss it – 10/21/08; Dr. LaPorte’s draft was put on the ‘x’ drive; some hard copies were passed out; did not get to discussion of this report – 10/28/08; much discussion; the co-chairs will approach the Center for Teaching Learning and the Office of Distance Learning and Continuing Education about their feelings on certification of faculty to teach distance education courses – 11/11/08; no discussion – 11/18/08, 1/13/09, 2/3/09, 2/10/09, 3/10/09
2. ***Graduate Distance Education Review Form***, Co-chairs will set up a meeting with Rob and John Henry about the Graduate Distance Education Review Form – 11/23/04; no discussion – 11/30/04, 12/14/04; there has been and will be more discussions with John Henry about this form – 1/18/05; some discussion – 1/25/05; no discussion – 2/8/05, 2/15/05, 2/22/05, 3/15/05; David Chambers will modify the form and bring back to the committee, then take to APSCUF – 3/22/05; no discussion – 4/5/05, 4/12/05, 4/19/05, 9/20/05, 9/27/05, 10/11/05; brief discussion – 10/18/05; no discussion 11/18/05; lengthy

discussion – 11/15/05; brief discussion – 11/22/05; no discussion – 11/29/05, 1/24/06, 2/7/06, 2/14/06, 2/21/06, 3/7/06, 3/21/06, 4/4/06, 4/11/06, 4/18/06, 4/25/06, 8/29/06, 9/5/06, 9/19/06, 9/26/06; announcement from Michael T. Williamson that Senate may approve that the Academic Committee take on some of the UWGC’s policy issues and this would be one of them – 10/3/06; it was decided unanimously to keep this policy here with the UWGC – 10/10/06; no discussion – 10/17/06, 10/31/06; lengthy discussion with many suggestions; will be discussed more at the next meeting – 11/14/06; revisions to the procedure for submitting distance education proposals and the form for distance education proposals were distributed for discussion at the next meeting – 11/21/06; lengthy discussion; there were several suggestions to be added to the draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and procedures were sent to the committee via email; no discussion – 2/6/07; after some discussion and suggestions for minor changes a new draft will be brought back to the committee – 2/20/07; no discussion – 3/6/07, 3/20/07, 4/3/07; on a Woodland/Lenze motion to discuss the revised handout from Michael T. Williamson there were several changes suggested; the discussion will continue at the next meeting – 4/10/07; some discussion with more suggestions for the “procedures to review an existing course for distance education delivery”; Mark Staszkiwicz to forward these changes to Michael for revision – 4/17/07; no discussion – 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07, 10/23/07; lengthy discussion – 10/30/07; no discussion – 11/13/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/8/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, there is talk about forming a subcommittee from the UWUC and the UWGC, four or five people from each committee; volunteers were asked for to be part of this subcommittee; Dawn Woodland, Scott Moore, Jamie Martin, Jim Lenze and the two co-chairs volunteered- 2/3/09; there will be a meeting on Tuesday, February 17, 2009 immediately following the UWGC meeting – 2/10/09; no discussion – 3/10/09

3. ***Academic Integrity Policy***, Dean’s Associate is to look at IUP’s peer institutes and sister institutes to see how their policy reads – 9/23/08; no discussion – 9/30/08; draft handed out and after much discussion it was decided that with a suggestion for a minor change of the time limitation from ten days to ninety days that there should be a new policy written for thesis/dissertation problems – 10/14/08; no discussion – 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09; Dean Myers discussed the Model Policy for PASSHE Universities for Responding to Allegations of Research Misconduct that he had sent to the Dean’s Associate, Jim Lenze; he asked that Jim send this to the committee for discussion – 2/3/09; policy was sent to committee members and there was some discussion about the policy; Dean Myers will be meeting with the provost and Helen Kennedy on Friday, February 13, 2009 – 2/10/09; Dr. Myers announced that the provost was to meet with Peter Broad and the Research Committee to have them review the Research Misconduct Policy – 3/10/09

4. ***Continuous Registration Policy***, Dean Myers explained a couple of different ideas for this policy; he asked the committee members to bring back thoughts and feedback from their departments – 11/11/08; no discussion – 11/18/08, 1/13/09; Dean Myers said he is going to take this to the dean’s council and see what their thoughts are – 2/3/09; no discussion – 2/10/09, 3/10/09

Inactive Items:

1. ***GEOG 525 Global Positioning Systems (GPS) Concepts and Techniques (new course)***, assigned to subcommittee #2 (Jim Lenze, Scott Moore, DawnWoodland, Susan Boser, Sean Gess) – 9/18/07; no discussion – 9/25/07, 10/2/07, 10/16/07; after some discussion a memo will be sent to the proposer with suggested changes – 10/23/07; no discussion – 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/8/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, 2/3/09, 2/10/09, 3/10/09
2. ***M.S. in Biology-Accelerated Track***, assigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/4/07; no discussion – 9/18/07; little discussion due to lack of time, will continue at the next meeting – 9/25/07; Carl Luciano, department chair, attended the meeting; there was much discussion but due to time constraint this will be continued at the next meeting – 10/2/07; after some discussion with many concerns about the program a memo will be sent to the proposer – 10/16/07; no discussion – 10/23/07, 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/4/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, 2/3/09, 2/10/09, 3/10/09

The meeting was adjourned at 5:00 p.m.