

UNIVERSITY-WIDE GRADUATE COMMITTEE
Minutes
October 16, 2007

PRESENT: Josh Battin, Pisarn Chamcharatsri, Claire Dandeneau, John Eck, Sean Gess, David LaPorte, James Lenze, Scott Moore, David Myers, David Piper, Mark Staszkiwicz, Kustim Wibowo, Nashat Zuraikat

EXCUSED: Tom Ault, Susan Boser, Michael T. Williamson, Dawn Woodland

ABSENT: Karen Brown

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

On a Lenze/Moore motion the agenda was **APPROVED** as submitted

On a Piper/Lenze motion the October 2, 2007 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. LaPorte announced that he, Dr. Myers, and Dr. Williamson had a successful meeting with Dr. Kilmarx, and they reviewed various commitments.

He also reported that he has not heard from the deans about meeting so he is going to email them directly.

Dr. Myers distributed the following:

- MGMT 613 Organizational Analysis (distance education)
- MGMT 637 Operations Management (distance education)
- MGMT 650/MKTG 650 International Business (distance education)
- MGMT 695 Business Policy (distance education)
- IFMG 640 Management Information Systems (distance education)
- SPAN 412/512 The Spanish Novel of the 19th Century to the Present (dual listed)
- SPAN 413/513 Spanish Poetry, 19th Century to the Present (dual listed)
- Level III Minor Program Revision in the Master of Education in School Counseling Program
- The response from the proposer for the MBA Concentration Proposal

He also reported that QBUS 601 Data Analysis and Decision Making (distance education) was pulled by the department.

Dean Eck announced that the search committee, for the position of Vice Provost for Research and Dean School of Graduate Studies, will be bringing in candidates for interviews in the near future, and he is asking everyone to please support these candidates while they are here by attending any of the meetings that are scheduled.

BUSINESS IN PROGRESS:**A) PROGRAMS/CURRICULAR MATTERS**

1. ***BTST 670 Organizational Communications (distance education)*** not assigned to a subcommittee; everyone to look at – 9/25/07; after some discussion there was a motion, Boser/Piper, to approve – committee voted negative; there was a motion, Lenze/Boser, to recant the first motion and the committee voted unanimously for – 10/2/097; received a response from the proposer, after reviewing the response the committee voted to approve this pending minor changes – **APPROVED** – 10/16/07
2. ***MS in Biology-Accelerated Track***, assigned to subcommittee #2 (James 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 – 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 and policy, a memo will be sent to the proposer – 10/16/07
3. ***ENGL 581 Special Topics (change credits)***, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, Tom Ault, Josh Battan) – 9/4/07; no discussion – 9/18/07, 9/25/07, 10/2/07; subcommittee moved to approve; unanimously **APPROVED** – 10/16/07
4. ***ENGL 815 (update course name and prerequisites)***, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, Tom Ault, Josh Battan) – 9/4/07; no discussion – 9/18/07, 9/25/07, 10/2/07; subcommittee moved to approve; unanimously **APPROVED** – 10/16/07
5. ***SAHE 698 Internship (new course)***, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, Tom Ault, Josh Battan) – 9/4/07; no discussion – 9/18/07, 9/25/07, 10/2/07; memo to proposer with concerns of the committee – 10/16/07
6. ***GEOG 525: Global Positioning Systems (GPS) Concepts and Techniques (new course)***, assigned to subcommittee #2 (James Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/18/07, 9/25/07, 10/2/07, 10/16/07
7. ***EDEX 509 Instructional Strategies for Gifted Learners (new course-dual listed)***, assigned to subcommittee # 3 (David Piper, mark Staszkiwicz, Tom Ault, Josh Battin) - 10/2/07; no discussion – 10/16/07
8. ***EDEX 558 Transition for Youth with Disabilities (course revision-dual listed)***, assigned to subcommittee # 3 (David Piper, mark Staszkiwicz, Tom Ault, Josh Battin) - 10/2/07; no discussion – 10/16/07
9. ***EDEX 569 Education of Persons with Emotional/Behavioral Disorders and Learning Disabilities/Traumatic Injury (new course-dual listed)***, assigned to subcommittee # 3 (David Piper, mark Staszkiwicz, Tom Ault, Josh Battin) - 10/2/07; no discussion – 10/16/07
10. ***EDEX 578 Education of Persons with Mental Retardation and other Developmental, Physical, or Multiple Disabilities (new course-dual listed)***, assigned to subcommittee # 3 (David Piper, mark Staszkiwicz, Tom Ault, Josh Battin) - 10/2/07; no discussion – 10/16/07
11. ***QBUS 601 Data Analysis and Decision Making (distance education)***, not assigned to a subcommittee – 10/2/07; this proposal was pulled by the department – 10/16/07
12. ***MGMT 613 Organizational Analysis (distance education)*** was not assigned to a subcommittee; all to review – 10/16/07

13. **MGMT 637 Operations management (distance education)** was not assigned to a subcommittee; all to review – 10/16/07
14. **MGMT 650/MKTG 650 International Business (distance education)** was not assigned to a subcommittee; all to review – 10/16/07
15. **MGMT 695 Business Policy (distance education)** was not assigned to a subcommittee; all to review – 10/16/07
16. **IFMG 640 Management Information Systems (distance education)** was not assigned to a subcommittee; all to review – 10/16/07
17. **SPAN 412/512 The Spanish Novel of the 19th Century to the Present (dual listed)** assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo, Pisarn Chamcharatsri) – 10/16/07
18. **SPAN 413/513 Spanish Poetry, 19th Century to the Present (dual listed)** assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo, Pisarn Chamcharatsri) – 10/16/07
19. **Level III Minor Program Revision in the Master of Education in School Counseling Program** was not assigned to a subcommittee; all to review – 10/16/07
20. **MBA Concentration Proposal**; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkievicz, Matt Baumer) – 10/3/06; subcommittee sent their report electronically to the full committee; no discussion – 10/17/06; no discussion – 10/31/06; lengthy discussion LaPorte to look closely at and bring a summary back to the committee to discuss further at the next meeting – 11/14/06; LaPorte will meet with the proposers regarding what needs to be done for this to go forward through the UWGCC – 11/21/06; LaPorte has a meeting set for Friday, December 1, 2006 with Prashanth regarding proposal – 11/28/06; no discussion – 1/23/07; no discussion – 2/6/07; no response from proposer – 2/20/07; no discussion – 3/06/07; no discussion – 3/20/07; no response from proposer – 4/3/07, 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07; handed out the response by the proposer; was reassigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 10/16/07
21. **HPED 642 Design and Operation of Aquatic Facilities**; assigned to subcommittee #1 (David Piper, Scott Moore, Karen Brown, James Lenze, Pisarn Chamcharatsri, Mary Jane Kuffner Hirt, Debbie Stultz) – 3/6/07; after some discussion there were recommendations for some revisions; a memo will be sent to the proposer with these recommendations – 3/20/07; no response from proposer – 4/3/07; no discussion – 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07
22. **HPED 512 Physical Activity and Stress (Graduate Distance Education Review Form)**, not assigned to subcommittee – 3/6/07; after much discussion on a Woodland/Moore move to approve there was an unanimous nay vote; on a Lenze/Woodland motion there was an unanimous negative recommendation vote, on the hopes that by voting this way the clock will start over regarding the 30 day time limit; a memo will be sent to the proposer – 3/20/07; no response from proposer – 4/3/07; no discussion – 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07
23. **HPED 652: Sport Business (Distance Education Review Form)**; was not assigned to a subcommittee – 4/3/07; after much discussion there was a vote; positive (4); negative (10); a memo will be sent to the proposer – 4/10/07; proposer replied that he appreciated the suggested changes and will make them and resubmit the proposal – 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

24. **HPED 635: Sport Management (Distance Education Review Form)**; was not assigned to a subcommittee – 4/3/07; after much discussion there was a vote; positive (4); negative (10); a memo will be sent to the proposer – 4/10/07; proposer replied that he appreciated the suggested changes and will make them and resubmit the proposal – 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

BUSINESS IN PROGRESS:

B) POLICY ISSUES

1. **Thesis Dissertation Manual** handed out for review – 10/2/07; no discussion – 10/16/07
2. **Handbook Revisions**
3. **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; no discussion – 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; D. 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; no discussion – 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; no discussion – 1/24/06; no discussion – 2/7/06, 2/14/06, 2/21/06; no discussion – 3/7/06, 3/21/06; no discussion – 4/4/06, 4/11/06, 4/18/06, 4/25/06; no discussion – 8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; no discussion – 9/26/06; announcement from Michael T Williamson that this may be something sent to Academic Committee if and when it is approved by Senate that the Academic Committee take on some of the UWGCC's policy issues – 10/3/06; it was decided unanimously to keep this here with the UWGCC; no discussion – 10/17/06; no discussion – 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; several suggestions that will be put together for another draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and directions 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; no discussion – 3/20/07; no discussion – 4/3/07; no discussion – 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; Michael T Williamson emailed everyone the newest draft, no discussion – 10/16/07

INACTIVE ITEMS:

1. **Minor Course Revision, Course Renumbering Political Science Department**, distributed 9/13/05; some discussion with concerns on the clarity of the document, on a Boser/Yost motion to send back and ask proposer to update and address the 631/731 issue and resubmit and the committee will quickly act on it – 9/20/05, 9/27/05; no discussion – 10/11/05, 10/18/05; some discussion – 11/8/05; no discussion – 11/15/05, 11/22/05, 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, 10/3/06, 10/17/06, 10/31/06, 11/14/06,
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 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07

2. **English Language Communication Proficiency Requirement for Degree Candidacy in M.B.A. and M. Ed. Programs in ECOBIT**, some discussion with a report to be sent to the proposer – 11/8/05; report was sent to proposers on 11/15/05; no discussion – 11/22/05, 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, 10/3/06, 10/17/06, 10/31/06, 11/14/06, 11/21/06, 11/28/06, 1/23/07, 2/6/07, 2/20/07, 3/6/07, 3/20/07, 4/3/07, 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07

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