UNIVERSITY-WIDE GRADUATE COMMITTEE
Minutes
September 4, 2007

PRESENT: Susan Boser, Karen Brown, Pisarn Chamcharatsri, Claire Dandeneau, Sean Gess, David LaPorte, James Lenze, Scott Moore, David Myers, David Piper, Mark Staszkiewicz, Kustim Wibowo, Michael T. Williamson, Dawn Woodland, Nashat Zuraikat

EXCUSED: Tom Ault, John Eck

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

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

On a Staszkiewicz/Lenze motion the August 28, 2007 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

LaPorte announced that he emailed the Provost about getting on the agenda for the deans meeting to discuss the role of the college curriculum committees and the possible elimination of those committees in order to streamline the curricular process as far as proposers are concerned. He has not heard from her yet; he will send her another email.

Dr. LaPorte announced that he had a meeting with Rob Mutchnick about sending the Ph.D. in Communications and the M.S. in Archaeology to Rep Council and the Senate for action; Rob advised that he send these to Senate for information only.

Dr. Williamson announced that Rep Council will vote on the Ph.D. in Communications and the M.S. in Archaeology on Thursday, September 6, 2007.

Dr. Myers handed out the following:

- MS in Biology-Accelerated Track
- ENGL 581 Special Topics (change credits)
- ENGL 815 (update course name and prerequisites)
- SAHE 698: Internship (new course)
- Graduate Catalog Internship Policy

There was extensive discussion of APSCUF's decision to remove curriculum from the senate.

BUSINESS IN PROGRESS:
A) PROGRAMS/CURRICULAR MATTERS

1. ***MBA Concentration Proposal***; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiewicz, 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

2. ***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
3. ***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
4. ***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
5. ***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
6. ***MA in Criminology (variability of delivery-online program);*** assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo, Pisarn Chamcharatsri) – 8/28/07; no discussion – 9/4/07
7. ***CRIM 645 The Dynamics of Cybercrimes (new course);*** assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo, Pisarn Chamcharatsri) – 8/28/07; no discussion – 9/4/07
8. ***CRIM 645 The Dynamics of Cybercrimes (distance education)***; assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo, Pisarn Chamcharatsri) – 8/28/07; no discussion – 9/4/07
9. ***MS in Biology-Accelerated Track,*** assigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/4/07
10. ***ENGL 581 Special Topics (change credits),*** assigned to subcommittee #3 (David Piper, Mark Staszkiewicz, tom Ault, Josh Battan) – 9/4/07
11. ***ENGL 815 (update course name and prerequisites),*** assigned to subcommittee #3 (David Piper, Mark Staszkiewicz, tom Ault, Josh Battan) – 9/4/07
12. ***SAHE 698 Internship (new course),*** assigned to subcommittee #3 (David Piper, Mark Staszkiewicz, tom Ault, Josh Battan) – 9/4/07

BUSINESS IN PROGRESS:
B) <u>POLICY ISSUES</u>

1. ***Graduate Catalog Internship Policy***, this was distributed and discussed, on a Boser/Staszkiewicz motion to discuss; this was unanimously **APPROVED** – 9/4/07
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 Staszkiewicz to forward these changes to Michael for revision – 4/17/07; no discussion – 4/24/07, 8/28/07, 9/4/07

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, 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
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

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