

**University Wide Graduate Committee
Minutes
April 7, 2009**

PRESENT: Matt Baumer, Margaret Hammond, Mary Jane Hirt, Vida Irani, 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

NOT PRESENT: Dawn Woodland, Nashat Zuraikat

Dr. David Piper called the meeting to order at 3:33p.m.

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

On a Janosko/Moore motion the March 31, 2009 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Piper had no announcements.

Dr. Baumer had no announcements.

Dr. Lenze distributed the following:

1. Response for MKTG 603
2. Response for QBUS 601
3. Response for ANTH 415/515
4. BTED 470/570 Technology Applications for Education (new course)
5. COUN 675 Grief Counseling (new course)
6. SOC 781/881 Leadership Across Cultures (distance education)
7. Level II Program Revision to M.Ed. in Business/Workforce Development

Dean Myers had no announcements.

NEW BUSINESS:

Business in Progress:

A) Programs/Curricular Matters

1. *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; proposer mentioned to Dr. Baumer that he is making the changes requested and will be getting it back to the committee before the end of this semester – 3/17/09;

received response from the proposer; this was assigned to subcommittee #1 (Margaret Hammond, Mary Jane Hirt, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Nashat Zuraikat) – 3/31/09; no discussion – 4/7/09

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; no discussion – 3/17/09, 3/31/09; response came back from proposer; on a Moore/Martin motion this was unanimously **APPROVED** – 4/7/09
3. **ACCT 607 Management Accounting (distance education)**, after some discussion it was decided that a memo would be sent to the proposer with suggested changes – 3/17/09; Dr. Piper met with the proposer to discuss changes; they are to make them and send back to the committee – 3/31/09; no response – 4/7/09
4. **MKTG 603 Marketing Management (distance education)**, after some discussion it was decided that a memo would be sent to the proposer with suggested changes – 3/17/09; Dr. Piper met with the proposer to discuss changes; they are to make them and send back to the committee – 3/31/09; response came back from proposer on a Martin/Hirt this was unanimously **APPROVED** – 4/7/09
5. **QBUS 601 Data Analysis & Decision Making (distance education)**, after some discussion it was decided that there needed to be some changes to be made; Dr. Piper will be in touch with proposer to discuss these changes – 3/31/09; response came back from proposer; no discussion – 4/7/09
6. **BTED 470/570 Technology Applications for Education (new course)**, after much discussion this will go back to the proposer with suggested changes – 4/7/09
7. **COUN 675 Grief Counseling (new course)**, assigned to subcommittee #1 (Margaret Hammond, Mary Jane Hirt, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Nashat Zuraikat) – 4/7/09
8. **SOC 781/881 Leadership Across Cultures (distance education)**, after some discussion on a Irani/Smith motion it was unanimously approved to skip requesting a sample model; no further discussion – 4/7/09
9. **Level II Program Revision to M.Ed. in Business/Workforce Development**, assigned to subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, Mavis Pararai, David Tiscione, Laura Strong, Dawn Woodland) – 4/7/09

Business in Progress:

B) Policy Issues

1. **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; working on a paragraph to add to the Academic Integrity Policy – 3/17/09; Dr. Baumer wrote a paragraph to add to the Academic Integrity Policy; after some discussion this will be looked at in the future – 3/31/09; no discussion – 4/7/09

2. **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, 3/17/09, 3/31/09, 4/7/09
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, 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, 3/17/09, 3/31/09, 4/7/09

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, 3/17/09, 3/31/09, 4/7/09

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, 3/17/09, 3/31/09, 4/7/09

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