

University Wide Graduate Committee
Minutes
August 26, 2008

PRESENT: Matt Baumer, Claire Dandeneau, Vida Irani, Mary Jane Hirt, James Lenze, Jamie Martin, Scott Moore, David Myers, Linda Norris, David Piper, Kustim Wibowo, Dawn Woodland, Nashat Zuraikat

NOT PRESENT: Susan Boser, Karen Brown

Dr. Matt Baumer called the meeting to order at 3:35p.m.

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

On a Zuraikat/Moore motion the April 8, 2008 minutes were **APPROVED** with two changes:

Dr. Myers had ~~not~~ no announcements

Dr. Eck had ~~not~~ no announcements

ANNOUNCEMENTS:

Dr. Matt Baumer passed out the section for University-Wide Graduate Committee (from the IUP Senate Bylaws). He gave the charge of the committee.

Dr. Baumer opened the floor for nominations for the open co-chair position. Dawn Woodland nominated David Piper for the position, Kustim Wibowo seconded. Claire Dandeneau moved the nomination be close, and Scott Moore seconded. The vote was unanimous in favor of David Piper; he accepted the position.

Dr. Baumer also said that he is dealing with outside readers and does not like the form being used. He is going to redesign the form and bring to the committee.

Dr. Piper no announcements

Dr. Lenze distributed the following:

CHEM 521: Advanced Instrumental Methods of Analysis – prerequisite change – on a Woodland/Wibowo motion to approve this was **APPROVED** – 8/26/08

CHEM 540: Physical Chemistry – change to CHEM 541 – on a Dandeneau/Wibowo motion to approve this was **APPROVED** – 8/26/08

Dr. Lenze stated that last year, while he was a member of the committee, he was appointed to the Distance Education Committee. Now that he is no longer a member of the committee he asked if the committee wanted to appoint someone else to serve, or he checked and it is okay for him to stay on the committee. The consensus of the committee and the chairs was that Dr. Lenze would stay on the committee.

Dean Myers announced that the Professional Growth program is up for review. He suggested that he would like to move to deactivate the program and wanted to know how the committee felt; on a Dandeneau/Woodland motion to support the Dean's decision the committee unanimously agreed to support him.

There was general discussion about inviting the new Provost, Gerald Intemann, to a meeting to discuss proposal budgets. No date was selected.

Business in Progress:

A) Programs/Curricular Matters

M.A. in Spanish, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, 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

Ph.D. in Safety Science, assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo) was hand delivered to everyone on 2/26/08; subcommittee emailed part one of their report on 3/4/08; there was some discussion but due to lack of time the discussion will continue at the next meeting – 3/4/08; very intense discussion – 3/18/08; no discussion – 4/1/08; Dr Kilmarx and Chris Janciak attended the meeting to discuss the budget – 4/8/08; after much discussion a memo will be sent to proposer with suggested changes – 4/15/08; subcommittee sent part two of their report (report is on the 'x' drive) – 8/26/08

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

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

Level II Program Revision in HPED with two new courses HPED 658 Emergency Management for Schools and HPED 670 Advanced Seminar in Adapted Physical Education, no subcommittee assigned – 3/18/08; no discussion – 4/1/08, 4/8/08, 4/15/08;

assigned to subcommittee #2 (Scott Moore, Dawn Woodland, Susan Boser, Jamie Martin, Linda Norris) – 8/26/08

Business in Progress:

B) Policy Issues

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

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

Thesis Dissertation Manual, handed out for review – 10/2/07; no discussion 10/16/07; after some discussion there were many suggested changes; LaPorte asked if anyone had more suggestions that they would email them to him, he will put everything together and bring back to the committee in the near future – 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

Inactive Items:

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 for the committee to quickly act on – 9/20/05; no discussion 9/27/05, 10/11/05, 10/18/05, 11/8/05, 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, 9/18/07, 9/25/07, 10/2/07, 10/16/07, 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, 4/8/08, 4/15/08, 8/26/08

The meeting was adjourned at 4:50 p.m.