

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

**PRESENT:** Matt Baumer, Linwu Gu, Vida Irani, Joann Janosko, Yu-Ju Kuo, DeAnna Laverick, James Lenze, Jamie Martin, Scott Moore, Linda Norris, David Piper, J.B. Smith, Laura Strong, Dawn Woodland

**NOT PRESENT:** Valerie Gunter, Margaret Hammond, Tim Mack, James Nash, Shari Robertson

Dr. Piper called the meeting to order at 3:40 p.m.

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

On a Woodland/Martin motion the October 27, 2009 minutes were **APPROVED** as submitted.

**ANNOUNCEMENTS:**

Dr. Piper announced that after this meeting there are two left for the semester.

Dr. Baumer announced that there is a draft of the Research Misconduct Policy which has to go to APSCUF and PASSHE legal counsel.

Dr. Lenze distributed the following:  
FIN 630 Financial Management (distance education)

Dr. Lenze announced that the cutoff date for changes in the 2010-2011 will be December 8, 2009. He also announced that the section with faculty members eligible to teach at the graduate level will be dropped from the catalog.

Dr. Lenze stated that he would like to see a new appendix added to the graduate curriculum handbook for the new expedited review form.

Dr. Lenze suggested that the committee review and update the graduate curriculum handbook for things like websites that do not link to anywhere and departments that have changed their name.

***NEW BUSINESS:***

Woodland/Martin motion to have the co-chairs sign the expedited review form was unanimously approved.

**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; 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; after much discussion the subcommittee wanted more clarification from proposer – 4/14/09, proposer requested to meet with the co-chairs – 9/29/09; proposer to meet with co-chairs – 10/13/09; co-chairs met with proposer; proposer to make changes and return to committee, proposer would like to attend a future meeting to discuss his proposal – 10/20/09; on a Martin/Janosko motion this was tabled until the next meeting; November 10, 2009; will invite proposer to attend this meeting – 10/27/09; on a Woodland/Moore motion to untable for discussion; the subcommittee moved to approve; it was unanimously **APPROVED** – 11/10/09

2. ***EDSP 975 Supervision of Pupil Services (new course)***, assigned to subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, David Tiscione, Laura Strong, Dawn Woodland, Yu-Ju Kuo) – 9/1/09; after some discussion the co-chair will send memo to proposer with suggested changes – 9/8/09; waiting for reply from proposer – 9/22/09; proposer indicated that he will be sending revisions before the semester ends – 11/10/09
3. ***FIN 630 Financial Management*** (distance education), everyone looked the proposal over and after some discussion a memo will be sent to the proposer asking for an online syllabus and some other suggested changes be made – 11/10/09

#### **Business in Progress:**

##### **B) Policy Issues**

1. ***Academic Integrity Policy***, 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 announced that the committee working on the Research Misconduct Policy has a draft which will have to go to PASSHE legal and APSCUF before bringing forward to this committee – 10/27/09; Dr. Baumer announced that there is a draft of the Research Misconduct Policy; but must go to APSCUF and PASSHE legal – 11/10/09
2. ***Handbook (Chapter 14) /Graduate Distance Education***, LaPorte will have a 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; Dr. Lenze is on the distance education committee and reported that the committee is moving ahead; he recommend that the committee look at the document that Dr. LaPorte drafted and discuss it – 10/21/08; 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; distance education committee meeting bi-weekly – 9/29/09; Dean's Associate made a suggestion that the committee should take a look at the whole graduate curriculum handbook as there are many changes that are needed (i.e. website's that are no longer up and running, department name changes) – 11/10/09

**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; after some discussion a memo will be sent to the proposer with suggested changes – 10/23/07; waiting for reply from proposer – 10/30/07; proposer indicated that he wants to bring revisions back to the committee – 11/10/09

The meeting was adjourned at 4:45 p.m.