

**University Wide Graduate Committee  
Minutes  
September 1, 2009**

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

**NOT PRESENT:** James Lenze, Margaret Hammond, Dave Tiscione

Dr. Matt Baumer called the meeting to order at 3:38 p.m.

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

On a Moore/Laverick motion the April 14, 2009 minutes were **APPROVED** as submitted.

**ANNOUNCEMENTS:**

Dr. Baumer read the charge to the committee from the Senate bylaws. He also took nominations for the co-chair position. Jamie Martin nominated Dr. Dave Piper and Dawn Woodland seconded Dr. Piper was elected chair with unanimous approval.

Dr. Piper had everyone go around and introduce themselves. He also took nominations for the secretary position. Jamie Martin nominated Dr. Dawn Woodland and Vida Iran seconded Dr. Woodland was elected with unanimously approval.

Dr. Piper stated that the committee members need to be diligent in attending all of our meetings; if we do not have a quorum we cannot do any business on that day.

In Dr. Lenz's absence the following were distributed:

1. Minor program revision – Ph.D. program in Administration and Leadership Studies, Nonprofit and Public Sectors - (subcommittee #1)
2. EDSP 975 Supervision of Pupil Services (new course) - (subcommittee #2)
3. ECON 634 Managerial Economics (distance education) – (everyone)

Dr. Mack announced that he would like to be able to setup the meeting for audio conferencing, and have statistics available for all proposers who want to know where their proposals are at any given time. He would like the committee to think about how they would interact with the dean and how he should interact with them. He also would like to know how the committee wants to have input into the academic affairs strategic planning process.

**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; after much discussion the subcommittee wanted more clarification from proposer – 4/14/09, no discussion – 9/1/09

2. **Minor Program Revision – Ph.D. Program in Administration and Leadership Studies, Nonprofit and Public Sectors: a) SOC 803 Contemporary Social and Organization Theories (major course revision) b) SOC 802 Classical Social and Organizational Theory (new course), LDRS 900 Dissertation Seminar (new course)**, assigned to subcommittee #1 (Margaret Hammond, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Linwu Gu, Valerie Gunter) – 9/1/09
3. **EDSP 975 Supervisiion 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
4. **ECON 634 Managerial Economics (distance education)**, assigned to all to read – 9/1/09

#### **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, 4/14/09, 9/1/09
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, 4/14/09, 9/1/09

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, 4/14/09, 9/1/09
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, 4/14/09, 9/1/09

**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, 4/14/09, 9/1/09

The meeting was adjourned at 4:06 p.m.