

**UNIVERSITY-WIDE GRADUATE COMMITTEE**

**(Amended Minutes)**

**March 20, 2007**

**PRESENT:** Matt Baumer, Susan Boser, Karen Brown, Pisarn Chamcharatsri, Claire Dandeneau, Mary Jane Kuffner Hirt; David LaPorte, James Lenze, Scott Moore, David Piper, Todd Potts, Mark Staszkiwicz, Michael T. Williamson, Dawn Woodland, Nashat Zuraikat

**EXCUSED:** John Eck

**ABSENT:** Sean Gess, Debbie Stultz

Dr. David LaPorte called the m

is a need for this track and Chris wanted to know the best avenue to take to have this put through, it was recommended to him to update the proposal and send through again.

Dr. Williamson announced that Pat Heilman will meet with faculty and provide update on negotiations.

Dr. Boser - no announcements.

### **BUSINESS IN PROGRESS: A) PROGRAMS/CURRICULAR MATTERS**

1. MBA Concentration Proposal; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz, 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
2. New Course: EDSP 523 Educational Programming for Gifted Learners; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz, Matt Baumer) – 8/29/06; no discussion – 9/5/06; subcommittee presented their report with several suggestions; memo will be sent to proposer – 9/19/06; more discussion; another memo will be sent to proposer – 9/26/06; no discussion – 10/3/06; no discussion – 10/17/06; no discussion 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; memo will be sent to proposer stating they may turn in the changes they have made and UWGCC will continue with the approval process, then it can be sent to UWUCC for approval – 11/28/06; the proposer sent the committee the change on this (12/19/06); this course number has changed to 523 because the department has listed this as dual level, EDSP 423/523; the department did not have anything from the library so Dr. LaPorte sent them an email suggesting the way to go about getting the information needed from the library – 1/23/07; waiting information from the library; no discussion – 2/6/07; still waiting the letter from the library – 2/20/07; distributed revisions. Lenze stated the subcommittee is prepared to move to approve when the library letter is received. LaPorte will contact the proposers to inform them - 3/6/07; there was an email vote and this was **APPROVED** on 3/7/07
3. EDSP 523 Educational Programming for Gifted Learners (Graduate Distance Education Review Form); assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz, Matt Baumer) – 8/29/06; no discussion – 9/5/06; subcommittee presented their report; upon completion of the new course EDSP 623 this distance education course will fall in line – 9/19/06; no discussion – 9/26/06; no discussion – 10/3/06; no discussion –

10/17/06; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; memo will be sent to proposer stating they may turn in the changes they have made and UWGCC will continue with the approval process, then it can be sent to UWUCC for approval – 11/28/06; nothing came from the proposer concerning this course; no discussion – 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07; no discussion – 3/6/07; there was an email vote and this was **APPROVED** on 3/7/07

4.

- Certificate of Recognition - discussed inadequacies of policies in place 11/11/03; no discussion 11/18/03 or 11/25/03; Drs. Linzey and Soni are working on a white paper 1/20/04; Dr Soni has a few more details to complete 2/10/04; no discussion 2/17/04; a handout of Graduate Certificate Programs was distributed 2/24/04; discussed and Dr. LaPorte sent an email to Chairs and Graduate Coordinators requesting their input concerning certificate programs-3/16/04; no discussion- 3/23/04, 4/6/04, 4/13/04. Assigned to ad hoc committee 9/14/04 (Chambers, Bharadwaj, Yost, Myers); distributed 11/15/04; much discussion and some more revisions for Chapter 1 – 12/14/04; discussed and with a few minor changes on a Brown/Ferro motion (passed unanimously) Chapter 1 was **APPROVED** – 1/18/05; no discussion – 1/25/05; discussed the urgency to finish Chapter 4 will discuss next meeting– 2/8/05; lengthy discussion on Chapter 4 – 2/15/05; completed Chapter 4, after all revisions are made will examine at the March 15<sup>th</sup> meeting – 2/22/05; some discussion on Chapter 4, on a motion by Bharadwaj/Ferro Chapter 4 will be sent on to the Senate – 3/15/05; no discussion – 3/22/05, 4/5/05, 4/12/05, 4/19/05; no discussion – 9/20/05, 9/27/05, 10/11/05, 10/18/05; no discussion – 11/8/05, 11/15/05, 11/22/05, 11/29/05; no discussion – 1/24/06; no discussion – 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; Chapter 2 revision discussed and with a few minor changes on a Zuraikat/Lenze motion (passed unanimously) was **APPROVED** – 8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; no discussion – 9/26/06; no discussion – 10/3/06; no discussion – 10/17/06; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; no discussion – 11/28/06; talked about revision of MOU's; language will be drafted and brought back to the committee for approval – 1/23/07; working on language for the MOU chapter – 2/6/07; revisions in progress – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07
2. 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
3. Cooperative Agreements - discussed 3/18/03; discussed 3/25/03; discussed 4/15/03; discussed – on hold – Dr. Chambers 9/16/03 (Chambers/Kostelnik/Bieger); no discussion 9/30/03; no discussion 10/14/03; no discussion 10/21/03; discussed – committee will work on adopting policy standards to be incorporated into the *Graduate Committee Handbook* 10/28/03; discussed 11/11/03; no discussion 11/18/03, 11/25/03; discussed and committee will work on policy 1/20/04; will wait until Dr. Linzey’s return to continue options 2/10/04; no discussion 2/17/04, 2/24/04, 3/16/04, 3/23/04; no discussion, a meeting was scheduled on 4/14/04 to discussion future Cooperative Agreements – 4/13/04; no discussion – 12/14/04; no discussion 1/18/05, 1/25/05; the urgency was expressed about dealing with this - 2/8/05; no discussion – 2/15/05; no discussion – 2/22/05; no discussion – 3/15/05; no discussion – 3/22/05; there was a meeting with Mark S., Mark P., Dr. Chambers, Dr. David Myers, Dr. James Myers, Dr. Soni about gathering information to come up with a clarified policy – 4/5/05; no discussion – 4/12/05, 4/19/05; ad hoc committee assigned (LaPorte, Williamson, D. Myers, Boser) – 9/13/05; no discussion – 9/20/05, 9/27/05, 10/11/05, 10/18/05; committee was asked to read David Myers report – 11/8/05; report to be sent out electronically for everyone to read for the next meeting – 11/15/05; lengthy discussion regarding Dr. David Myers report – 11/22/05; lengthy discussion; there will be a working document for next meeting – 11/29/05; no discussion – 1/24/06; no discussion – 2/7/06; will discuss at next meeting – 2/14/06; no discussion – 2/21/06; some discussion, will continue at next meeting – 3/7/06; no discussion – 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; no discussion – 11/14/06; no discussion – 11/21/06; no discussion – 11/28/06; Provost asked Dean’s Associate to have committee discuss this – 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07
  4. Syllabi of record moratorium; discussion of issue began 11/23/04 with a decision that more information is needed; no discussion - 12/14/04; some discussion – 1/18/05; no discussion – 1/25/05; no discussion – 2/8/05; no discussion – 2/15/05; no discussion – 2/22/05; no discussion – 3/15/05; assigned to ad hoc committee (Lenze, Boser) – 3/22/05; no discussion – 4/5/05, 4/12/05, 4/19/05; ad hoc

committee dissolved 9/13/05; no discussion – 9/27/05; some discussion – 10/11/05; no discussion – 10/18/05; no discussion – 11/8/05; at a meeting it was decided to set this aside until the new provost has been hired – 11/15/05; no discussion – 11/22/05, 11/29/05; no discussion – 1/24/06; lengthy discussion – 2/7/06; no discussion – 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; no discussion – 11/14/06; no discussion – 11/21/06; no discussion – 11/28/06; no discussion – 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07

### **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; 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; no discussion – 10/3/06; no discussion – 10/17/06; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; no discussion – 11/28/06; no discussion 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07
  
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; no discussion – 11/29/05; no discussion – 1/24/06; no discussion – 2/7/06; no discussion – 2/14/06; no discussion – 2/21/06; no discussion – 3/7/06; no discussion – 3/21/06; no discussion 4/4/06; no discussion – 4/11/06; no discussion – 4/18/06; no discussion – 4/25/06; no discussion – 8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; no discussion – 9/26/06; no discussion – 10/3/06; no discussion – 10/17/06; no discussion 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; no discussion – 11/28/06; no discussion – 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07

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