

UNIVERSITY-WIDE GRADUATE COMMITTEE
Minutes
April 17, 2007

PRESENT: Matt Baumer, Susan Boser, Karen Brown, Claire Dandeneau, John Eck, Sean Gess, Mary Jane Kuffner Hirt, David LaPorte, James Lenze, Scott Moore, David Piper, Todd Potts, Mark Staszkiwicz, Debbie Stultz, Dawn Woodland

EXCUSED: Pisarn Chamcharatsri, Michael T. Williamson, Nashat Zuraikat

Dr. David LaPorte called the meeting to order at 3:25 p.m.

On a Brown/Dandeneau motion the agenda was **APPROVED** as submitted except with a Baumer/Dandeneau motion to move Art to number one.

On a Woodland/Moore motion the April 10, 2007 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. LaPorte announced that he sent the memo to Dr. Hsiao about HPED 635 and HPED 652 regarding the changes the committee made and that Dr. Hsiao replied back that he will make the changes and resubmit the proposals.

Dr. LaPorte has been asked to have a meeting with Mark Piwinsky regarding facilitating a couple of proposals and move them along to get them approved quickly so that classes may start in the fall (i.e. MS in Critical Asset Protection Sciences (CAP) and Ph.D. in Communications and Educational Technology).

Dr. LaPorte also announced that the MBA program is trying to coordinate a partnership with the University of Germany wt he

BUSINESS IN PROGRESS: A) PROGRAMS/CURRICULAR MATTERS

1. Level III Minor Program Revision – The Department of Art is requesting a specific change to the limit of transfer credits from the current 6 credits to 9 credits to apply only to graduate students in the exchange program with the

7. Master of Arts in Applied Archaeology (New Program); assigned to subcommittee #2 (Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Matt Baumer, Sean Gess, Todd Potts); no discussion – 4/10/07; subcommittee did not have a report to give – 4/17/07
8. Certificate of Recognition – Law Enforcement Leadership in WMD; assigned to subcommittee #1 (David Piper, Scott Moore, Karen Brown, James Lenze, Pisarn Chamcharatsri, Mary Jane Kuffner Hirt, Debbie Stultz) – 4/17/07

BUSINESS IN PROGRESS: B) POLICY ISSUES

1. Handbook Revisions; discussed 3/25/03; pending – Dr. Linzey 9/16/03; discussed and Drs. Ferro, Dandeneau and Williamson volunteered to assist, 9/30/03; discussed 10/14/03; discussed and subcommittee is waiting for suggestions 10/21/03; suggestions are to be sent to subcommittee; 10/28/03; only a few suggestions have been sent to the subcommittee 11/11/03; no discussion 11/18/03 or 11/25/03; Dr. Linzey has turned this over to Dr. Soni and he will oversee the change process by incorporating suggestions and sending committee members one chapter at a time for consideration 1/20/04; Dr. Soni is working on this item 2/10/04; no discussion 2/17/04, 2/24/04, 3/16/04, 3/23/04, 4/6/04, 4/13/04. Revision of 1st chapter distributed on 10/12/04;

- 3/20/07; preamble to the handbook was handed out on a Baumer/Staszkiwicz motion to approve this section; after some discussion there was a friendly amendment to make a few changes; on a Lenze/Staszkiwicz motion this was **APPROVED**; chapter seven was handed out, there was much discussion with suggestions for changes; next meeting chapter seven will be presented again with these changes – 4/3/07; email was sent to committee members with changes on chapter seven; there was some discussion with suggestions for minor changes; on a Lenze/Potts motion this chapter was **APPROVED** – 4/10/07; no discussion – 4/17/07
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; no discussion – 4/3/07; no discussion – 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

3.

a meeting was scheduled on 4/14/04 to discuss 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

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 –