University Wide Graduate Committee
Minutes
September 22, 2009

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

NOT PRESENT: Margaret Hammond, David Piper

Dr. Baumer called the meeting to order at 3:37 p.m.

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

On a Moore/Martin motion the September 8, 2009 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Baumer had no announcements.

Dr. Lenze distributed the following:

      1. Graduate Curriculum Authorization Form (Expedited Review)

Dr. Lenze announced that he is in the discussion stage of maybe having proposals put on an electronic tracking system. He also mentioned that the application deadline for the dean's associate position is September 30, 2009.

Dr. Mack announced that he met with ProQuest regarding the electronic submission of thesis/dissertation. Some discussion ensued about the pros and cons of using ProQuest for the storage of electronic theses and dissertations. Dr., Mack indicated that about 70% of graduate schools across the country are using ProQuest as their sole source of storage for ETDs. ProQuest currently has about 2.5 million citations in it, and about 70,000 graduate works are being added yearly. All IUP faculty, staff, and students can view any thesis or dissertation in ProQuest. ETDS are maintained by ProQuest in three formats: PDF, microform, and microfiche. ProQuest was designated in the 1990s as the official repository for the Library of Congress for dissertations; its parent company, UMI, became the Repository for the National Collection in the 1950s, by consensus of the Association of Research Libraries.

Dr. Mack will query the graduate coordinators about making ETDs mandatory, and discuss ProQuest with them.

Dr. Mack asked about the Dean of the Eberly College of Business and Information Technology's request to consider making the requirements for graduate faculty more stringent. Some discussion ensued, primarily around the idea of whether or not a college could have more stringent guidelines than the School of Graduate Studies and Research. It was decided that this was an APSCUF issue because such minima are defined in the CBA. Dr. Mack will convey this to Dean Camp.

NEW BUSINESS:

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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, 9/22/09

2. *EDSP 975 Supervision of Pupil Services (new course),* assigned to subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, David Tiscione, Laura Strong, Da[D0(e))]TJ /TT4a31

2. ***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, 9/8/09, 9/22/09

3. ***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, 9/8/09, 9/22/09

4. ***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