Graduate Programs Committee

**Minutes of April 9, 2015**

LRC 311at 3:30-5:00 PM

Present: A. Valentine, Asst. Provost, B. Cherry (ex-officio), M. Romero, R. Jensen, K. Galbreath, J. Suksi, B. Bergh, M. Strahan, Sarah Johnston (student)

Absent: R. Prather, M. Vroman

Guest: Randy Appleton (Mathematics and Computer Science)

1. Approval of Agenda – Jensen/Suksi - **Approved**
2. Approval of Minutes – March 12, 2015 – Strahan/Jensen – **Approved**
3. Assistant Provost’s Report (Brian Cherry) – Brian reported the administration is currently considering providing direct payment instead of release time for individuals who serve as chairs on the senate committee. Brian also asked members of the GPC to consider over the summer whether we have the right type of committee and committee structure. These issues will be discussed further in the fall. Brian also reported that beginning this year, budget funds will be shifted from the Provost to the Deans.
4. Chair’s Report (Ansley Valentine) – Ansley stated that he will be sending out GPC service letters over the summer.
5. Graduate Student Association Report (Sarah Johnston) – Sarah reported the GSA is preparing for professional development events which will take place in the fall. The GSA is also planning to host a mixer for GA’s in the fall.
6. Graduate Faculty Applications:
	1. GPC Memo Grad Status – A request was received by Joe Lubig, Associate Dean and Department of the School of Education, Leadership & Public Service to revoke a faculty member’s Level 3 graduate faculty status at the end of the winter 2015 semester. Upon review of documentation and phone conference call with Joe Lubig, **GPC members voted to approve the request to revoke Level 3 graduate faculty status** from the faculty member.
	2. New and renewal Graduate Faculty Status - Suksi/Strahan – **Approved with changes to original request.** M. Pelton Cooper graduate faculty request was tabled until an application has been received.

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| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Archibald | Robert | History | Level 1 | 1 year | 08/01/15 | 08/01/16 |
| Campbell | Jane | Nursing | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Carlson | Breanne | HPER | Level 1 | 1 year | 08/01/15 | 08/01/16 |
| Coleman | Barbara | HPER | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Drum | Scott N. | HPER | Level 3 | 5 years | 08/01/14 | 08/01/19 |
| Gillespie | Thomas | Psychology | Level 1 | 3 years | 08/01/15 | 08/01/18 |
| Horn | Jeffrey | Math/Comp Sci | Level 2 | 3 years | 08/01/14 | 08/01/17 |
| Killelea | Patricia | English | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Kirk | Christopher | Health/Human Performance | Level 2 | 1 year | 08/01/15 | 08/01/16 |
| Kulbertis | Jay | Education/ldrshp/Pub Srvc | Level 1 | 3 years | 08/01/15 | 08/01/18 |
| Larkin | Lesley | English | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Ludwig | Matthew | Education/Ldrshp/Pub Srvc | Level 1 | 3 years | 08/01/15 | 08/01/18 |
| May | Rachel | English | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| McFawn-Robinson | Monica | English | Level 2  | 3 years | 08/01/15 | 08/01/18 |
| Pelton Cooper | Mary | Psychology | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Reinhardt | Martin | Native Amer Studies | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Smith | Stephen P. | Math/Comp Sci | Level 3 | 5 years | 08/01/14 | 08/01/19 |
| Touchinski | Carole | Political Science | Level 1 | 3 years | 08/01/15 | 08/01/18 |
| Tremethick | Mary Jane | Health/Human Performance | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Watry | Ruth Ann | Political Science | Level 3 | 5 years | 08/01/14 | 08/01/19 |
| Watts | Phillip | Health/Human Performance | Level 3  | 5 years | 08/01/15 | 08/01/20 |
| Wozniak | Carl | Education/Ldrshp/Pub Srvc | Level 3 | 5 years | 08/01/15 | 08/01/20 |

1. GPC sub-committee Reports

 a. Faculty (Members 2014-2015: M. Romero, B. Bergh, R. Prather)

b. Course & Programs (Members 2014-2015: M. Strahan, J. Suksi)

i. Computer Science

1. CS 410 – Strahan/Suksi - **Approved** after receiving a letter of support from J. Leonard (Biology) and clarification about differences in expectations for graduate versus undergraduate students. Randy Appleton was present to answer questions.

ii. Education

1. ED574 PA 592 – **Approved via e-vote**

iii. Exercise Science

1. AT ES 450 – Principles of Manual Therapies - **Approved via**

**e-vote**

iv. Master of Liberal Arts – Jensen/Strahan – **Approved.** The existing

Master’s degree in Individualized Studies will be converted to a Master of Liberal Arts degree. The change was suggested due to numerous obstacles that students encounter when attempting to complete the Master of Individualized Studies. The Master of Liberal Arts is an interdisciplinary degree that is more flexible and better accommodates students with needs that are not met by existing programs. Students must obtain at least 12 credits hours of graduate course work in a primary discipline and 8 credit hours in a secondary academic discipline. Students are limited to taking no more than 12 credit hours of unspecified content courses and/or directed study. The total (minimum) number of credit hours is 32.

v. NAS Courses – Strahan/Suksi – **Approved**. Native American Studies (NAS) submitted a proposal to designate four courses for graduate credit (NAS 495, NAS 496, NAS 497, and NAS 498). The proposal was approved after receiving clarification in response to questions raised in October by GPC.

vi. Nursing

1. DNP Education Elective for NU 562 – course modification request – Senate request for additional information - **Approved via e-vote**
2. Policy (Members 2014-2015: R. Jensen, K. Galbreath, M.Vroman)
3. Capstone language for discussion – Suksi/Jensen – **Approved**. Policy members proposed new language that will replace existing language in the Graduate Bulletin, “Guidelines Regarding Membership of Graduate Advisory and Theses Committees” http://www.nmu.edu/gradbulletin1415/node/65#Capstone

The new language includes removal of item #4, *“With the approval of the department head, a non-faculty expert may serve as a non-voting member of a student’s committee.”* Item #3 was changed from *“the voting majority of all thesis committees must be NMU faculty with level three graduate faculty status”* to *“A minimum of half the members of a thesis committee must be NMU faculty with level two or level three graduate faculty status*.”

1. Levels of graduate faculty status for discussion - Romero/Galbreath – **Approved**. Policy members proposed additional language to previously approved language for the criteria for levels of graduate faculty status. The additional language permits consideration of requests for Level 3 in situations where faculty would like to be able to chair a thesis committee but have not yet served on one or taught a graduate level course. The additional language is provided, *“Faculty who have not taught at the graduate level or served on a thesis committee, but who prior experience indicates good potential to be an excellent graduate mentor may be considered for level three status in exceptional circumstances. The applicant’s department head must explain the qualifications of the applicant and why this exception is necessary.”*
2. Website EIE guidelines for discussion – Galbreath/Strahan – **Approved**. Policy members proposed modified language that is intended to clarify confusion about whether or not students can submit Excellence in Education (EIE) award applications prior to receipt of confirmation of abstract acceptance if they intend to use funds for conference travel. On item #4, the modified language states, *“If the paper/exhibit has been accepted for presentation prior to the submission deadline for the Excellence in Education Program, evidence of acceptance (e.g., acceptance letter, conference program, etc.) must accompany the proposal. Proposals for which proof of acceptance has not yet been obtained will be considered for funding, but evidence of acceptance must be submitted prior to disbursement of funds.”* LuAnne Crupi will update the EIE webpage with the modified language this fall.

1. Unfinished Business
2. Review and Discuss GPC Bylaws, specifically 1.8 and 3.2 – **Tabled**
3. Forms and Website update – Mike Strahan discussed options for updates with NMU website programmers. All GPC policies will be placed into individual forms on the GPC website (resembling forms found on the CUP website). Mike will work on this and GPC will review in the fall.
4. New Business
5. Election of new officers for academic year 2015-2016 – Jensen/Suksi - **Approved**
* Chair: Kurt Galbreath
* Vice-Chair: Mike Strahan
* Secretary: Melissa Romero

Adjourned- 5:01 pm – Strahan/Jensen

Respectfully submitted by

Melissa Romero, GPC Secretary/Vice Chair