Graduate Programs Committee

**Minutes of January 14, 2016**

LRC 311

3:30-5:00 PM

Present: M. Romero, R. Jensen, K. Galbreath, J. Suksi, B. Bergh, M. Strahan, F. McCormick, J.

Howard, M. Vroman, Brandon Kwak (GSA student)

Absent: B. Bergh, T. J. Aiyash (ASNMU student)

1. Approval of Agenda – Galbreath/Suksi - **Approved**
2. Approval of Minutes – December 12, 2015 – Jensen/Suksi – **Approved with edit**
3. Assistant Provost’s Report (Robert Winn) – R. Winn reported that he is working on a process so that students can be awarded a master’s degree and a graduate level-certificate simultaneously at one commencement ceremony. Approvals will need to be obtained from GPC and the Academic Senate. This process is anticipated to begin officially in fall 2016 although it may begin in May 2016, pending the timing of approvals from GPC and Senate.
4. Chair’s Report (Kurt Galbreath) – No report.
5. Graduate Student Association Report (Brandon Kwak) – Brandon reported that the GSA elections occurred in the fall. The first GSA meeting for this semester will take place on Tuesday, January 19th. The GSA is planning on hosting a mixer around the 4th week this semester. Brandon will serve as the GSA representative this semester on the GPA. T. J. Aiyash is the ASNMU representative for GPC. However, T. J. has scheduling conflicts and may be unable to attend GPC meetings.
6. GPC Sub-Committee Business
   1. Faculty (Members 2015-2016: M. Romero, J. Howard, B. Bergh)
      1. Graduate Faculty Applications – Galbreath/Romero– **Approved**

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| **Last Name** | **First Name** | **Department** | **Level** | **Term** | | **Begins** | **Expires** |
| Bruggink | Jennifer | Earth, Env & Geog Sciences | Level 1 | | 1 year | 08/01/15 | 08/01/16 |
| Eckerlin | Ralph | Biology (NVCC) | Level 1 | | 3 years | 08/01/15 | 08/01/18 |
| Van Grinsven | Matthew | Earth, Env & Geog Sciences | Level 2 | | 3 years | 08/01/15 | 08/01/18 |

b. Course & Programs (Members 2015-2016: M. Strahan, J. Suksi)

1. GPC forms for course and program proposals – final approval of documents/checklists -Suksi/McCormick – **Approved** as amended - Based upon feedback obtained at the December GPC meetings, M. Strahan revised the New Course and Program documents. M. Strahan distributed three checklists that can be used along with their respective New Course and Program forms. GPC reviewed the checklists and several editorial changes were suggested by M. Strahan and GPC members. Mike will upload the New Course and Program forms and the respective checklists to the GPC website.
2. Policy (Members 2015-2016: R. Jensen, F. McCormick, M. Vroman)
3. Process for revoking Graduate Faculty status – review final language – Jensen/Romero – **Approved -** M. Vroman drafted the document and it was reviewed by Dale Kapla and Brent Graves. Based upon feedback obtained by GPC in December, M. Vroman made some minor editorial revisions. The document will move to the Academic Senate for approval in February. K. Galbreath and M. Vroman will be present at the Senate meeting to answer questions.
4. Bylaws revision – **Tabled** - K. Galbreath and other policy members made some initial changes to various aspects of the bylaws and those were reviewed with all members of the GPC. The bylaws revision process remains ongoing.
5. EIE planning – **Tabled**

7. Unfinished Business

Adjourned- 4:52 pm – Suksi/Strahan

Respectfully submitted by

Melissa Romero, GPC Secretary