Graduate Programs Committee

**Minutes of November 13, 2014**

LRC 311at 3:30-5:00 PM

Present: A. Valentine, M. Romero, R. Prather, R. Jensen, K. Galbreath, B. Bergh, M. Strahan, M. Vroman, Asst. Provost, B. Cherry (ex-officio)

Absent: J. Suksi, L. Hill (student)

1. Approval of Agenda – Strahan/Jensen - **Approved**
2. Approval of minutes – October 9, 2014 – Strahan/Jensen – **Approved with edits**
3. Assistant Provost’s Report (Brian Cherry) – B. Cherry reminded faculty that students who are working toward a Tesol (Teaching English to Speakers of Other Languages) post-baccalaureate certificate must take graduate level courses, do graduate level work and pay for courses at the graduate level.
4. Chair’s Report (Ansley Valentine) – No report
5. Graduate Student Association Report (Laurel Hill) – No report (absent)
6. New Business
   1. Graduate Faculty Applications: **-** Prather/Romero – **Approved** pending letter from department head (Yao).

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| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Lawton | Linda | Math/Comp Sci | Level 3 | 5 years | 08/01/14 | 08/01/19 |
| Lawton | Robert | Math/Comp Sci | Level 1 | 1 year | 08/01/14 | 08/01/15 |
| Yao | Haibo  (Stephen) | College of Business | Level 2 | 3 years | 08/01/14 | 08/01/17 |

1. GPC sub-committee Reports –

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

1. Change in Graduate Faculty Status Language –**Tabled**

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

1. AT ES 450 Course Proposal – Strahan/Vroman - **Tabled** pending revisions. GPC reviewed the proposal and recommended the following:

* Identify differences in course objectives and assignments between graduate and undergraduate students. Expectations for graduate and undergraduate students should be explicitly stated in the course proposal.

2. CS 410 Course Proposal-– Strahan/Vroman - **Tabled** pending revisions. GPC reviewed the proposal and recommended the following:

* Obtain an assessment of whether current library holdings are adequate for the course.
* Include a course description that follows GPC guidelines.
* Identify differences in course objectives and assignments between graduate and undergraduate students. Expectations for graduate and undergraduate students should be explicitly stated in the course proposal.

3. Final Ed.S. Program Changes – Strahan/Vroman – **Approved** with the following recommendations:

* Minor editorial – in proposal, change graduate studies office to Office of Graduate Education and Research.
* Minor editorial – in proposal, update the location of the Equal Opportunities Office.
* Provide an assessment of the costs of faculty compensation for release time serving as thesis chairs. Senate EPC will need to address the budget.

4. DNP Education Elective NU 562- course modification request – Strahan/Jensen – **Approved** with edits:

* Minor editorial – fix a typo (course number was incorrect on page one of the proposal).
* Remove strikeouts in the course objectives. Instead just delete those objectives.
* Delete the last few pages of the proposal as the information is redundant.

5. Updated process for Program Suspension – This revised document was approved at the October 9 GPC meeting and was sent to the Senate.

iii. Policy (Members 2014-2015: R. Jensen, K. Galbreath, M. Vroman)

1. Bulletin Capstone Language – **Tabled**

A number of questions were raised by GPC members during the September 11th meeting about hyperlinks and the language in the Bulletin Capstone. Discussion tabled until the January GPC meeting.

2. Outcomes Assessment Language – **Tabled until next**

**meeting.**

3. Learning disabilities update – An updated bulletin description was provided by the School of Education, Leadership and Public Service for the Learning Disabilities graduate program. The updated bulletin clarifies that students have the option of obtaining an endorsement in learning disabilities by seeking a master of arts in education degree with a concentration in learning disabilities or students can pursue the endorsement only.

7.Old Business

a. Review and Discuss GPC Bylaws, specifically 1.8 and 3.2 – **Tabled until next meeting.**

b. Website update – GPC policies on the website are due for updates. **Tabled**

**until next meeting.**

Adjourned- 4:53 pm – Strahan/Jensen

Respectfully submitted by

Melissa Romero

GPC Secretary/Vice President