Graduate Programs Committee

**Minutes of November 16, 2017**

LRC 311

 3:00 - 4:30 PM

Present: M. Romero, R. Jensen, F. McCormick, R. Prather, M. Strahan, C. Wozniak, K. Teeter, M. Jennings, C. Hart, L. Eckert

Absent: None

Guest: None

1. Approval of Agenda – Jensen/Strahan - **Approved**
2. Approval of Minutes – October 19, 2017 – Jensen/Strahan – **Approved**
3. Interim Assistant Provost’s for Graduate Education and Research Report – L. Eckert provided several announcements:
	1. L. Eckert reported she attended a senate executive (EXSE) meeting where the changes proposed by GPC for obtaining graduate faculty status (GFS) were discussed (moving from three levels to two). Members of EXSE suggested that GPC could limit GFS approvals to non-tenured and off-campus applicants and department heads would be responsible for ensuring that tenure-track, terminal degree employees are qualified to teach at the graduate level. GPC members discussed the implications and ramifications of limiting GFS approvals to these groups. Questions were raised about the approval process for other faculty such as tenure-track individuals who do not yet have a terminal degree and term employees. After a discussion, it was agreed to continue vetting all faculty except those who are in a tenure-track position and have a terminal degree. Members of the GFS subcommittee will look into the GPC bylaws and policy and draft language for a revised GFS application form. The form will be reviewed at the December meeting. Once approved by GPC, F. McCormick will share the document with the Senate.
	2. L Eckert provided an update on thesis changes: (a) students must identify citation style and any permissions in the *Acknowledgments* section of the thesis; (b) thesis chairs will confirm that the uploaded thesis is the one approved by the committee; (c) signature pages do not need to be uploaded with the thesis file but will be submitted to the grad office in hard copy after signatures have been obtained; (d) thesis chairs must discuss embargoes with students before they upload the thesis; (e) there will be only one signature form instead of two; (f) students should only enroll in 599 thesis credits during the semesters in which they are actively working on the thesis.
	3. L. Eckert’s discussion about the thesis changes prompted a discussion about the use of the “R” grade which automatically becomes a “U” grade after three years. In the past, the time-limit on R grades was seven years and GPC members discussed problems that have arisen as a result of the three year time-limit. F. McCormick will share GPCs concerns with the Senate.
	4. L. Eckert attended a workshop that identified helpful processes for proposal development for new programs. Lisa shared documents with GPC members from the workshop and stated that the GPC policy subcommittee might want to consider using some of these ideas for new PhD program proposals. M. Strahan reported that he developed updated documents for new program proposals in the 2016-2017 academic year.
4. Chair’s Report – F. McCormick provided two announcements: (a) A number of new program proposals will be coming to GPC in upcoming months. Frankie suggested that GPC may need to split into two course and program subcommittees in order to facilitate many new proposals in a timely fashion; (b) Frankie reported she was informed that the Educational Policy committee (EPC) received a new program proposal before it was approved by GPC. Frankie shared her concerns about this because new program proposals are normally reviewed first by the GPC, then the program is reviewed by the full Senate and then EPC. A discussion ensued. Frankie will draft a document outlining GPCs concerns about this occurrence which will be be shared with the Senate.
5. Graduate Student Association Report – No report. No student was present at the meeting.
6. GPC Sub-Committee Business
	1. Course and Programs (Members; M. Strahan, M. Jennings, C. Hart)
7. MSW Proposal– **Tabled -** GPC reviewed a proposal from the Social Work department for a Masters in Social Work program. The course and programs committee members previously met with social work faculty to review the proposal and are continuing to meet with them to work on revisions. GPC will revisit the proposal once revisions have been completed.
8. BI 467: proposed for graduate credit **– Tabled –** GPC reviewed a new course proposal for BI 467: Fish Ecology. This course will be cross-listed for graduate credit and is currently going through the CUP approval process. The course will first be taught as a special topics course, BI 495 in the winter of 2018 and then it will become part of the regular curriculum and taught annually in the winter. Once the course has been approved through CUP, GPC will approve the course via an e-vote.
9. NAS 404: proposed for graduate credit - Strahan/Jensen – **Approved with revision –** GPC reviewed a new graduate-level course proposal for NAS 404: Research and Engagement in Native American Studies. The course is currently offered at the undergraduate level and is included in the MSW proposal as an elective for graduate students who are interested in working with American Indian communities. GPC provided one suggestion for revision which is to add “consent of instructor” under *Prerequisites* in the Graduate Bulletin.
10. NAS 424: proposed for graduate credit - Strahan/Jensen – **Approved with revision -** GPC reviewed a new graduate-level course proposal for NAS 424: Indigenous Activism and Contemporary Cultural Expression. The course is currently offered at the undergraduate level. The purpose is to offer opportunities for students seeking to acquire NAS graduate credit and a more in-depth learning experience. GPC provided one suggestion for revision which is to add “consent of instructor” under *Prerequisites* in the Graduate Bulletin.
11. NAS 488: name change - Strahan/Jensen – **Approved –** GPC reviewed a request to change NAS 488 from Native American Service Learning Project to Native American Community Engagement.
	1. Faculty (Members: F. McCormick, M. Romero, R. Prather)
		1. Suggested changes to the Graduate Faculty status (GFS) application form- – see above under the Interim Assistant Provost’s for Graduate Education and Research Report – L. Eckert – item # 3. a.

1. Policy (Members: R. Jensen, C. Wozniak, K. Teeter)
2. Student appeal for readmission – Masters in Psychology – **Denied –** GPC reviewed a student appeal for readmission to the Masters in Psychology program.
	* 1. Policy subcommittee will work on developing a new program proposal for potential PhD programs. For details see above under the Interim Assistant Provost’s for Graduate Education and Research Report – L. Eckert – item # 3. d.

Adjourned 5:20 pm – Strahan/Jensen

Respectfully submitted by

Melissa Romero, GPC Secretary