Graduate Programs Committee

**Minutes of February 12, 2015**

LRC 311at 3:30-5:00 PM

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

Absent: M. Vroman

1. Approval of Agenda – Strahan/Suksi - **Approved**
2. Approval of minutes – November 13, 2014 – Strahan/Jensen – **Approved**
3. Assistant Provost’s Report (Brian Cherry) – B. Cherry stated the new admissions web-page is up and working and they are continuing to move forward.
4. Chair’s Report (Ansley Valentine) – No report
5. Graduate Student Association Report (Sarah Johnston) – Sarah Johnston is the new GSA student representative from the English department. Sarah reported that the GSA is currently working on finding ways to increase student participation that does not involve having to be present on-campus as often.
6. Graduate Faculty Applications: **-** Jensen/Romero – **Approved**

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| --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Compton | Timothy | Modern Lang & Lit | Level 3 | 5 years | 08/01/14 | 08/01/19 |
| Kupper | Nelly | Modern Lang & Lit | Level 3 | 5 years | 08/01/14 | 08/01/19 |

1. GPC sub-committee Reports
	1. Faculty (Members 2014-2015: M. Romero, B. Bergh, R. Prather)
2. Levels of Graduate Faculty Status Language – **Policy subcommittee will review and provide suggestions and recommendations for changes in graduate faculty status language at the next GPC meeting.**

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

 i. AT ES 450 Course Proposal – Strahan/Jensen –

 **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.
* Obtain an assessment of whether current library holdings are adequate.
1. AIS 535 Course Proposal – Romero/Prather – **Approved.** GPC reviewed and approved the course proposal submitted by M. Strahan for AIS 535. Proposal will move to Senate for consideration.
2. CS 410 Course Proposal – Strahan/Suksi - **Tabled** pending further revisions/clarification. GPC reviewed the CS 410 course proposal in November, 2014 and recommended the following:
* Include course descriptions 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 syllabi.

CS faculty provided an email to A. Valentine clarifying differences between undergraduate and graduate level course objectives. GPC is requesting further clarification of differences between undergraduate and graduate level course objectives that are provided via course syllabi and/or course descriptions using GPC guidelines. J. Suksi will meet with faculty to clarify GPC expectations. Once the revisions have been submitted, GPC will review the proposal and submit an e-vote.

NAS 495 Course Proposal - GPC members considered a proposal that was submitted in October, 2014 from Native American Studies (NAS) to designate four courses for graduate credit (NAS 495, NAS 496, NAS 497, and NAS 498). At the October meeting, GPC members provided suggestions for proposal revisions/expansion which included the following:

* Identify how the courses will impact other departments. Provide letters of support from the affected departments.
* Identify how students will meet the overall objective for each course.
* Provide a rationale for each of the courses.
* Describe how the graduate and undergraduate portions of each course differ.
* Obtain an assessment of whether current library holdings are adequate.

A proposal revision has not been submitted from NAS. A letter of support from the School of Education, Leadership, and Public Service (SELPS) was provided in November 2014. M. Strahan also met with NAS faculty to discuss library resources. A. Valentine will follow-up with NAS faculty.

1. Final Ed.S. Program Changes – Point of information: Final version sent to Senate
* The SELPS provided an assessment of the costs of faculty compensation for release time serving as thesis chairs. Senate EPC will need to address the budget.
1. Learning disabilities update – Strahan/Jensen **Approved**

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.

1. Policy (Members 2014-2015: R. Jensen, K. Galbreath, M. Vroman)
2. Excellence in Education Review Process – There are 47 applicants and 35 awards. GPC members considered different options for the review process that will be used to select candidates for the award. Much discussion ensued and consensus was not reached. Members agreed that all applications will be reviewed prior to the meeting and further discussion about the review process will occur at the March GPC meeting.
3. Outcomes Assessment Language – **Tabled until next meeting**

1. Unfinished Business
	1. Review and Discuss GPC Bylaws, specifically 1.8 and 3.2 – **Tabled until next meeting.**
	2. Forms and Website update – GPC policies on the website are due for updates. **Mike Strahan has offered to work on this item. Mike has experience with creating online forms and providing website updates.**
2. New Business

 Adjourned- 5:08 pm – Romero/Jensen

 Respectfully submitted by

 Melissa Romero

 GPC Secretary/Vice President