

## UNIVERSITY-WIDE GRADUATE COMMITTEE

### Notes

March 18, 2008

**PRESENT:** Matt Baumer, Scott Moore, David Myers, David Piper, Mark Staszkiwicz, Kustim Wibowo, Michael T. Williamson, Nashat Zuraikat

**NOT PRESENT:** Susan Boser, Karen Brown, Claire Dandeneau, John Eck, David LaPorte, James Lenze, Dawn Woodland,

Dr. Williamson called the meeting to order at 3:35 p.m.

### **ANNOUNCEMENTS:**

Dr. Williamson announced that there is not a quorum for the valid transaction of business; but discussions may continue.

Dr. Myers distributed the following:

- Variability in Program Delivery – Flex MBA Program in Bangalore, Indiana (renewal and changes)
- Level II Program Revision in Health and Physical Education

### **BUSINESS IN PROGRESS:**

#### **A) PROGRAMS/CURRICULAR MATTERS**

1. ***MS in Biology-Accelerated Track***, assigned to subcommittee #2 (James Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/4/07; no discussion – 9/18/07; little discussion due to lack of time; will continue at the next – 9/25/07; Carl Luciano, department chair, attended the meeting; there was much discussion but due to time constraint this will be continued at the next meeting – 10/2/07; after some discussion, with many concerns about the program and policy, a memo will be sent to the proposer – 10/16/07; no discussion – 10/23/07, 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08; 3/4/08, 3/18/08
2. ***GEOG 525: Global Positioning Systems (GPS) Concepts and Techniques (new course)***, assigned to subcommittee #2 (James Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/18/07, 9/25/07, 10/2/07, 10/16/07; after some discussion a memo will be sent to the proposer with suggested changes – 10/23/07; no discussion – 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08
3. ***MBA Concentration Proposal***; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz, Matt Baumer) – 10/3/06; subcommittee sent their report electronically to the full committee; no discussion – 10/17/06; no discussion – 10/31/06; lengthy discussion LaPorte to look closely at and bring a summary back to the committee to discuss further at the next meeting – 11/14/06; LaPorte will meet with the proposers regarding what needs to be done for this to go forward through the UWGCC – 11/21/06; LaPorte has a meeting set for Friday, December 1, 2006 with Prashanth regarding proposal – 11/28/06; no discussion – 1/23/07; no discussion – 2/6/07; no response from proposer – 2/20/07; no

discussion – 3/06/07; no discussion – 3/20/07; no response from proposer – 4/3/07, 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07; handed out the response by the proposer; was reassigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 10/16/07; no discussion – 10/23/07, 10/30/07; subcommittee did not have a report; they will have one for the next meeting – 11/13/07; subcommittee gave their report and after some discussion the subcommittee was asked if they were ready to make a motion to approve, they said no; a memo will be sent to the proposer with suggested changes – 11/29/07; Prashanth responded to the suggested changes and he is working on these – 1/15/08; no discussion – 1/22/08, 2/5/08; 2/19/08; proposer sent response via email on 2/28/08; was reassigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser) – 3/4/08; no discussion – 3/18/08

4. **MKTG 603 (distance education)**, all to look over – 2/19/08; after some discussion it was decided to send the proposer a memo with concerns the committee have and let them make the changes and send back to committee before a vote is taken – 3/4/08; proposer did not get back to the committee; no discussion - 3/18/08
5. **ACCT 607 (distance education)**, all to look over – 2/19/08; after some discussion it was decided to send the proposer a memo with concerns the committee have and let them make the changes and send back to committee before a vote is taken – 3/4/08; proposer did not get back to the committee; no discussion - 3/18/08
6. **Ph.D. in Safety Science**, assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo) this was hand delivered to everyone on 2/26/08; subcommittee emailed part one of their report on 3/4/08; there was some discussion but due to lack of time the discussion will be continue at the next meeting – 3/4/08; very intense discussion; there was a consensus that Dr. Kilmarx and Chris Janicak should be invited to speak to the committee – 3/18/08
7. **EDEX 581 (section 801) Autism: Theory & Practice (distance education)**, all to look over – 3/4/08; no discussion – 3/18/08
8. **M.A. in Spanish**, assigned to subcommittee #3 (David Piper, Mark Staszkievicz, Matt Baumer) – 3/4/08; no discussion – 3/18/08
9. **Variability of delivery – Flex MBA – Bangalore, India**, no subcommittee assigned – 3/18/08
10. **Level II Program Revision in HPED with two new courses HPED 658 Emergency Management for Schools and HPED 670 Advanced Seminar in Adapted Physical Education**, no subcommittee assigned – 3/18/08

## **BUSINESS IN PROGRESS:**

### **B) POLICY ISSUES**

1. **Handbook**, New Chapter – Online (Distance) Graduate Programs; lengthy discussion; LaPorte will put all the suggestions together and have another draft for the committee in the near future – 1/15/08; no discussion – 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08
2. **Graduate Distance Education Review Form**, Co-chairs will set up a meeting with Rob and John Henry about the Graduate Distance Education Review Form - 11/23/04; no discussion – 11/30/04; no discussion – 12/14/04; there has been and will be more discussions with John Henry about this form – 1/18/05; some discussion – 1/25/05; no discussion 2/8/05, 2/15/05, 2/22/05, 3/15/05; D. Chambers will modify the form and bring back to the committee; then take to APSCUF – 3/22/05; no discussion – 4/5/05,

4/12/05, 4/19/05; no discussion – 9/20/05, 9/27/05, 10/11/05; brief discussion – 10/18/05; no discussion 11/18/05; lengthy discussion – 11/15/05; brief discussion – 11/22/05; no discussion – 11/29/05; no discussion – 1/24/06; no discussion – 2/7/06, 2/14/06, 2/21/06; no discussion – 3/7/06, 3/21/06; no discussion – 4/4/06, 4/11/06, 4/18/06, 4/25/06; no discussion – 8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; no discussion – 9/26/06; announcement from Michael T Williamson that this may be something sent to Academic Committee if and when it is approved by Senate that the Academic Committee take on some of the UWGCC’s policy issues – 10/3/06; it was decided unanimously to keep this here with the UWGCC; no discussion – 10/17/06; no discussion – 10/31/06; lengthy discussion with many suggestions; will be discussed more at the next meeting – 11/14/06; revisions to the procedure for submitting distance education proposals and the form for distance education proposals were distributed for discussion at the next meeting – 11/21/06; lengthy discussion; several suggestions that will be put together for another draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and directions were sent to the committee via email; no discussion – 2/6/07; after some discussion and suggestions for minor changes a new draft will be brought back to the committee – 2/20/07; no discussion – 3/6/07; no discussion – 3/20/07; no discussion – 4/3/07; no discussion – 4/10/07; some discussion with more suggestions for the “Procedures to review an existing course for distance education delivery”; Mark Staszkiwicz to forward these changes to Michael for revision – 4/17/07; no discussion – 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07; Michael T Williamson emailed everyone the newest draft, no discussion – 10/16/07, 10/23/07; lengthy discussion; a subcommittee consisting of James Lenze, Dawn Woodland, Mark Staszkiwicz, and Claire Dandendeau to draft language on what the committee will be looking for pertaining to distance education – 10/30/07; there is a possibility of a meeting with the co-chairs and Gail Sechrist about drafting language – 11/13/07; two emails sent to Gail but there was not a response back – 11/29/07; no discussion – 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08

3. ***Thesis Dissertation Manual*** handed out for review – 10/2/07; no discussion – 10/16/07; after some discussion there were many suggested changes; Dr. LaPorte asked anyone had more suggestions for changes to email him; he will put everything together and bring back to the committee in the near future – 10/23/07; no discussion – 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08

#### INACTIVE ITEMS:

1. ***Minor Course Revision, Course Renumbering Political Science Department***, distributed 9/13/05; some discussion with concerns on the clarity of the document, on a Boser/Yost motion to send back and ask proposer to update and address the 631/731 issue and resubmit and the committee will quickly act on it – 9/20/05, 9/27/05; no discussion – 10/11/05, 10/18/05; some discussion – 11/8/05; no discussion – 11/15/05, 11/22/05, 11/29/05, 1/24/06, 2/7/06, 2/14/06, 2/21/06, 3/7/06, 3/21/06, 4/4/06, 4/11/06, 4/18/06, 4/25/06, 8/29/06, 9/5/06, 9/19/06, 9/26/06, 10/3/06, 10/17/06, 10/31/06, 11/14/06, 11/21/06, 11/28/06, 1/23/07, 2/6/07, 2/20/07, 3/6/07, 3/20/07, 4/3/07, 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07, 10/23/07, 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08
2. ***English Language Communication Proficiency Requirement for Degree Candidacy in M.B.A. and M. Ed. Programs in ECOBIT***, some discussion with a report to be sent to

the proposer – 11/8/05; report was sent to proposers on 11/15/05; no discussion – 11/22/05, 11/29/05, 1/24/06, 2/7/06, 2/14/06, 2/21/06, 3/7/06, 3/21/06, 4/4/06, 4/11/06, 4/18/06, 4/25/06, 8/29/06, 9/5/06, 9/19/06, 9/26/06, 10/3/06, 10/17/06, 10/31/06, 11/14/06, 11/21/06, 11/28/06, 1/23/07, 2/6/07, 2/20/07, 3/6/07, 3/20/07, 4/3/07, 4/10/07, 4/17/07, 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07, 10/23/07, 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08

The meeting was adjourned at 5:00 p.m.