

**University Wide Graduate Committee  
Minutes  
February 3, 2009**

**PRESENT:** Matt Baumer, Margaret Hammond, Vida Irani, James Lenze, Jamie Martin, Scott Moore, David Myers, Linda Norris, David Piper, Dave Tiscione, Dawn Woodland

**NOT PRESENT:** Mary Jane Hirt, Nashat Zuraikat

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

On a Martin/Tiscione motion the agenda was **APPROVED** as submitted.

On a Tiscione/Norris motion the January 13, 2009 minutes were **APPROVED**.

**ANNOUNCEMENTS:**

Dr. Piper announced that we only had a discussion at the January 20<sup>th</sup> meeting as we did not have quorum. He announced that we are down five members as Karen Brown, Claire Dandeneau, Kustim Wibowo have resigned from Senate; Nashat Zuraikat is on medical leave and we lost one student due to graduation. He asked of everyone to please attend the meetings so we may conduct business. He also stated that since there are not many new programs coming through that the committee may be able to discuss the policy issues that have been pending for some time.

Dr. Baumer announced that the main goal of the charrette seemed to be to get the faculty involved in the process of trying to cut the budget for Academic Affairs next fiscal year. The result was a list of five or six ways to cut the budget. There will be a mini charrette at the end of March or beginning of April to review how the budget will be cut.

Dr. Lenze announced that he sent a dual listed course, ANTH 415/515, to the provost; he also stated that there is nothing new in the works, that he is aware of. He did announce that the College of Education will be bringing all their programs that lead to certification to be revised due to new requirements for PDE; that includes the master degrees.

Dean Myers announced that the new chancellor is putting together a task force to examine doctoral education across PASSHE. ~~to look into the possibility of other PASSHE schools to offer Ph.D. programs of their own~~

**NEW BUSINESS:**

**Business in Progress:**

**A) Programs/Curricular Matters**

1. *M.A. in Spanish*, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, Matt Baumer) – 3/4/08; subcommittee report was handed out; no discussion – 3/18/08, 4/1/08; lengthy discussion – 4/8/08; after much discussion a memo will be sent to proposer with suggested changes – 4/15/08; a response will be coming to the committee in a couple of weeks – 8/26/08; no discussion 9/2/08; received a response and whole new proposal from the proposer on 9/9/08 and was put on the ‘x’ drive; started discussion about the response

but did not have time to finish-will continue at the next meeting – 9/16/08; after lengthy discussion a memo will be sent to the proposers with the committee’s concerns – 9/23/08; no response from proposer – 9/30/08; proposer says response is forthcoming – 10/14/08; no discussion – 10/21/08, 10/28/08, 11/11/08, 11/18/08; the new provost called this in for resource issues and has not signed off yet, the department is ready to send back to committee but has to wait for the okay from the provost – 1/13/09; provost has put a hold on this for the time being – 2/3/09

2. ***M.S. in Biology-Accelerated Track***, assigned to subcommittee #2 (Jim 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 meeting – 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 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, 4/1/08, 4/4/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, 2/3/09
3. ***ENGL 753/853 Studies in Literature as a Profession(new course) from English Department***, was not assigned to a subcommittee – 1/13/09; on a Moore/Irani motion to approved this was unanimously **APPROVED** – 2/3/09

## **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, 4/1/08; LaPorte will have the draft ready so that it may be sent to Senate as information only – 4/8/08; draft was sent to everyone via email but no time for discussion; the draft will be sent to Senate on 4/22/08 as information only – 4/15/08; no discussion – 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08; Dr. Lenze is on the distance education committee and reported that the committee is moving ahead; he recommended that the committee look at the document that Dr. LaPorte drafted and discuss it – 10/21/08; Dr. LaPorte’s draft was put on the ‘x’ drive; some hard copies were passed out; did not get to discussion of this report – 10/28/08; much discussion; the co-chairs will approach the Center for Teaching Learning and the Office of Distance Learning and Continuing Education about their feelings on certification of faculty to teach distance education courses – 11/11/08; no discussion – 11/18/08, 1/13/09, 2/3/09
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, 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; David 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, 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, 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; announcement from Michael T. Williamson that Senate may

approve that the Academic Committee take on some of the UWGC's policy issues and this would be one of them – 10/3/06; it was decided unanimously to keep this policy here with the UWGC – 10/10/06; no discussion – 10/17/06, 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; there were several suggestions to be added to the draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and procedures 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, 3/20/07, 4/3/07; on a Woodland/Lenze motion to discuss the revised handout from Michael T. Williamson there were several changes suggested; the discussion will continue at the next meeting – 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, 10/16/07, 10/23/07; lengthy discussion – 10/30/07; no discussion – 11/13/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/8/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, there is talk about forming a subcommittee from the UWUC and the UWGC, four or five people from each committee; volunteers were asked for to be part of this subcommittee; Dawn Woodland, Scott Moore, ~~Vida Irani~~, Jamie Martin, Jim Lenze and the two co-chairs volunteered- 2/3/09

3. ***Academic Integrity Policy***, Dean's Associate is to look at IUP's peer institutes and sister institutes to see how their policy reads – 9/23/08; no discussion – 9/30/08; draft handed out and after much discussion it was decided that with a suggestion for a minor change of the time limitation from ten days to ninety days that there should be a new policy written for thesis/dissertation problems – 10/14/08; no discussion – 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09; Dean Myers discussed the Model Policy for PASSHE Universities for Responding to Allegations of Research Misconduct that he had sent to the Dean's Associate, Jim Lenze; he asked that Jim send this to the committee for discussion – 2/3/09
4. ***Continuous Registration Policy***, Dean Myers explained a couple of different ideas for this policy; he asked the committee members to bring back thoughts and feedback from their departments – 11/11/08; no discussion – 11/18/08, 1/13/09; Dean Myers said he is going to take this to the dean's council and see what their thoughts are – 2/3/09

#### **Inactive Items:**

1. ***GEOG 525 Global Positioning Systems (GPS) Concepts and Techniques (new course)***, assigned to subcommittee #2 (Jim Lenze, Scott Moore, DawnWoodland, Susan Boser, Sean Gess) – 9/18/07; no discussion – 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, 4/1/08, 4/8/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, 2/3/09

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