

**University Wide Graduate Committee
Minutes
November 17, 2009**

PRESENT: Matt Baumer, Donna Griffith, Linwu Gu, Valerie Gunter, Joann Janosko, Yu-Ju Kuo, DeAnna Laverick, James Lenze, Jamie Martin, Scott Moore, Linda Norris, David Piper, Laura Strong,

NOT PRESENT: Margaret Hammond, Vida Irani, Tim Mack, James Nash, Shari Robertson, J.B. Smith, Dawn Woodland

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

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

On a Moore/Martin motion the November 10, 2009 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Piper wished everyone a Happy Thanksgiving.

Dr. Baumer had no announcements.

Dr. Lenze handed out the one page revision for FIN 630.

Dr. Lenze reported that the distance education committee met and are moving toward certification of faculty for teaching distance education courses.

Dean Mack was unable to attend and had Donna Griffith take his place.

Donna explained that she is working on a five-year enrollment management plan. The plan will include enrollment projections and also information on how increasing graduate enrollment will influence the need for other university offices and services.

NEW BUSINESS:

Business in Progress:

A) Programs/Curricular Matters

1. ***EDSP 975 Supervision of Pupil Services (new course)***, assigned to subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, David Tiscione, Laura Strong, Dawn Woodland, Yu-Ju Kuo) – 9/1/09; after some discussion the co-chair will send memo to proposer with suggested changes – 9/8/09; waiting for reply from proposer – 9/22/09; proposer indicated that he will be sending revisions before the semester ends – 11/10/09
2. ***FIN 630 Financial Management*** (distance education), everyone looked the proposal over and after some discussion a memo will be sent to the proposer asking for an online syllabus and some other suggested changes be made – 11/10/09; the one page revision was handed out; after little discussion on a Moore/Janosko to decline the motion passed unanimously – 11/17/09

Business in Progress:

B) Policy Issues

1. ***Academic Integrity Policy***, 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; policy was sent to committee members and there was some discussion about the policy; Dean Myers will be meeting with the provost and Helen Kennedy on Friday, February 13, 2009 – 2/10/09; Dr. Myers announced that the provost was to meet with Peter Broad and the Research Committee to have them review the Research Misconduct Policy – 3/10/09; working on a paragraph to add to the Academic Integrity Policy – 3/17/09; Dr. Baumer announced that the committee working on the Research Misconduct Policy has a draft which will have to go to PASSHE legal and APSCUF before bringing forward to this committee – 10/27/09; Dr. Baumer announced that there is a draft of the Research Misconduct Policy; but must go to APSCUF and PASSHE legal – 11/10/09; no report – 11/17/09
2. ***Handbook (Chapter 14) /Graduate Distance Education***, LaPorte will have a 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; Dr. Lenze is on the distance education committee and reported that the committee is moving ahead; he recommend that the committee look at the document that Dr. LaPorte drafted and discuss it – 10/21/08; 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, Jamie Martin, Jim Lenze and the two co-chairs volunteered- 2/3/09; there will be a meeting on Tuesday, February 17, 2009 immediately following the UWGC meeting – 2/10/09; distance education committee meeting bi-weekly – 9/29/09; Dean's Associate made a suggestion that the committee should take a look at the whole graduate curriculum handbook as there are many changes that are needed (i.e. website's that are no longer up and running, department name changes) – 11/10/09; the graduate curriculum handbook was divided between the two subcommittees for any suggested changes that needed to be made to update the handbook; subcommittee #1 (Margaret Hammond, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Linwu Gu, Valeria Gunter) received from the beginning to chapter 5; subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, James Nash, Laura Strong, Dawn Woodland, Yu-Ju Kuo) received chapter 6 to end – 11/17/09

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; after some discussion a memo will be sent to the proposer with suggested changes – 10/23/07; waiting for reply from proposer – 10/30/07; proposer indicated that he wants to bring revisions back to the committee – 11/10/09; nothing from the proposer – 11/17/09

The meeting was adjourned at 4:00 p.m.