

**University Wide Graduate Committee
Minutes
February 2, 2010**

PRESENT: Matt Baumer, Donna Griffith, Linwu Gu, Valerie Gunter, Margaret Hammond, Vida Irani, Joann Janosko, Yu-Ju Kuo, DeAnna Laverick, Tim Mack, Jamie Martin, Linda Norris, David Piper, Shari Robertson, J.B. Smith, Laura Strong, Dawn Woodland

NOT PRESENT: Scott Moore

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

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

On a Woodland/Gunter motion the January 19, 2010 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Piper announced that Scott Moore agreed to be UWGC representative on the distance education committee; on a Smith/Martin motion Scott was unanimously voted as the committee's representative.

Dr. Baumer had no announcements.

Dr. Robertson distributed the following:

1. M.S. in Safety Sciences Revision (minor program revision)
2. M.S. in Safety Sciences Management Track (deletion)
3. SAFE 562 Radiological Health (minor course revision)
4. SAFE 602 Research Methods in Safety Management (minor course revision)
5. SAFE 603 Human Relations in Safety Management (minor course revision)
6. SAFE 605 Application of Safety Engineering Principles (minor course revision)
7. SAFE 623 Advanced Safety Administration (minor course revision)
8. SAFE 647 Applied Ergonomics (minor course revision)
9. SAFE 660 Applied Industrial Hygiene (minor course revision)
10. SAFE 674 Fire Safety in Building Designs (minor course revision)

Dr. Robertson also shared a memo that Dr. Intermann received from Dr. Jim Moran, Vice Chancellor, regarding some items that the Ph.D. in Safety Sciences need to address before the proposal moves forward.

Donna Griffith made announcements on behalf of Dr. Mack, who due to a scheduling conflict was scheduled to arrive a bit late. Donna announced that the School of Graduate Studies and Research is moving forward with filling the position of Assistant Dean for Research. She also announced that she will likely be bringing back to the table the course repeat policy with a request for a slight change in wording.

NEW BUSINESS:

1. GA 12 to 9 and funding assistantships; UWGC moved that the Senate endorse the change from 12 to 9 hours of summer credit for AY 2010-2011 and 2011-2012, provided that the

administration 1) ensures that the Graduate School will no longer incur any “deficit” for tuition waivers; 2) doesn’t reduce the overall number of assistantships from the current level; on a Smith/Janosko motion the preceding motion was recanted and replaced with the following motion: For several years, the School of Graduate Studies and Research (SGSR) has been charged the full, current amount for each tuition waiver, but it has not received the full funding for each tuition waiver, resulting in an artificial deficit that has a negative impact on the budget for assistantships. To help remedy this situation, the SGSR has proposed a policy change. Currently, students on full assistantships are granted up to 12 hours of summer credit, but the SGSR would like to reduce this to 9 hours. Also, the SGSR would like to end its practice of allowing students to "borrow" summer credits to use in the summer prior to their first full term as a graduate assistant. The UWGC moves that the Senate endorse the change from 12 to 9 hours of summer credit and the end of the "borrowing" practice for AY2010-2011 and 2011-2012, provided that the SGSR does not reduce the overall number of assistantships from the current level. From AY 2012, students on full assistantships should once again receive 12 summer credits. We also endorse the efforts by the SGSR and the administration to index the cost of tuition waivers in the SGSR budget to ensure that the Graduate School will no longer incur any "deficit" for tuition waivers; on a Martin/Gu motion this was unanimously accepted. The motion will be on the next Senate agenda – 2/2/10

Business in Progress:

A) Programs/Curricular Matters

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; received revision from proposer; assigned to subcommittee #1 (Margaret Hammond, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Linwu Gu, Valeria Gunter) – 12/8/09; no report – 1/19/10; the subcommittee made a motion to approve; it was unanimously **APPROVED** 2/2/10
2. ***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; nothing from the proposer – 11/17/09; received revision from proposer; assigned to subcommittee #2 (Jamie Martin, Scott Moore, Linda Norris, James Nash, Laura Strong, Dawn Woodland, Yu-Ju Kuo) – 12/8/09; no report – 1/19/10; the subcommittee made a motion to approve; it was unanimously **APPROVED** 2/2/10

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; no report – 12/8/09; no report – 1/19/10; no report – 2/2/10

2. ***Distance Education***, 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; Scott Moore was unanimously voted as the representative from UWGC to be a member of the distance education committee – 2/2/10
3. ***Graduate Curriculum Handbook***, 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; both subcommittees had their reports ready; ran out of time – 12/8/09; no report – 1/19/10; no report – 2/2/10

Inactive Items:

The meeting was adjourned at 5:15 p.m.