

July mtg -
Duane absent

GPCRC

Meeting

January 27, 2016

Minutes

- DR. REBECCA MOWREY, CHAIRPERSON
- APPROVAL OF MINUTES FROM LAST MEETING:
 - APPROVAL- Duane Hagelgans
 - SECOND- Ojoma
 - IN FAVOR- unanimous
- SPRING OPEN HOUSE: Mowrey- reminded all GC's of the date of the open house, and that if they could not attend that they should plan ahead to send a student or other faculty member. Should the hours reduce to ending at 7:00?
 - Victor DeSantis: The house should stay the same since the open house was promoted to be open until 7:30, but the office of Graduate Admissions will handle the 7:00-7:30 time piece and others would be welcome to leave
 - Mowrey: The open house will still be promoted to 7:30, but Grad coordinators and/or staff may leave at 7:00.
- COMMENCEMENT: Mowrey- will we decide on the graduate commencement speaker as always?
 - V. DeSantis: Yes, it will be a retiring grad coordinator or other person significantly involved with graduate activities
 - Mowrey: Will we extend the invitation to graduate students to speak via essay entries?
 - V. DeSantis: We will extend the announcement to all graduating graduate students after the February 12 deadline for graduate applications (first deadline...)
- Course 710: Mowrey- Karen Rice sent an electronic version of proposals and cannot be here today so Heather Girvin will be representing the department on her behalf. We will begin by looking at course 710
 - H. Girvin: This is a joint degree with Kutztown University (KU). The course (710) has already been approved at KU and it is listed as a methods and analysis course. 710 will be offered in the summer. Research for the course will be standard and personally vetted (by department)
- APPROVED: D. Hagelgans
- SECOND: M. Nell
- IN FAVOR: unanimous
 - H. Girvin: No other comments
 - S. Warner : Will students sign up (register) through Millersville or KU?
 - : V. DeSantis: If a registrant is an MU student, they will register on our end and be automatically registered through KU. If we have a joint program with another program we populate through both programs.
 - S. Warner: If the MU Student registers as an MU student what will the MU advisor see?
 - V. Desantis: MU will show SOWK and KU will show SWK
 - M. Jones: MALC, foreign language, etc. also have similar registration practices
 - S. Warner: is the D2L through us or them (KU)?

- V.Desantis: the D2L is through them, but is a collaborative effort because that is who is teaching the class.
- H. Girvin: We are having issues with D2L but we are working on it.
- APPROVE SOWK 730: T Wright
- SECOND: J. Wennrich
- IN FAVOR: unanimous
- ECLM Courses: Mowrey: Nancy will not be here- her proposals from the last GPCRC meeting were not submitted in December? Is there shared communication with Jerry? If we have questions do we communicate with Nancy and Jerry?
- 501: Mowrey: 501 was contingently approved at the last meeting but there was no review submitted with the amended request. Minutes from the last meeting do not tell us the changes that we made to the initial request. Amendments to 501 are not completed at this time. Do we remember what those amendments were?
 - B. Magni: The title and wording of the outcomes was an issue
 - Mowrey: Suggestions on how to proceed?
 - S. Warner: It is not the responsibility of the committee to make changes
 - Mowrey: We are used to trusting notes, and we don't know what to do re: 501. (At the previous meeting) Nancy was present and we gave suggestions outright. 501 would have been approved with the necessary changes. We also passed 511.
 - S. Warner: Were the approvals contingent on changes?
 - Mowrey: If we look at it with fresh eyes, there are dates and notes but with no signatures; so GPCRC did not approve. There is also a correction at the bottom of 3.75 to 3 contact hours.
 - Ojoma: There are issues with the contact hours; they should be 3 and not 3.75.
 - T. Wright: the learning outcomes are also too vague
 - V. DeSantis: They are developing a certificate program. The proposal was for 18 credits to be dropped to 15 so it would be dropping 1 course of 3 credits.
 - Mowrey: On behalf of Nancy and Jerry there is frustration on top of meeting full time course load their certificate must be approved by the multidisciplinary committee.
 - H. Girvin: Could this proposal been sent in error?
 - Mowrey: Has anyone reached out to Nancy? There are changes that were not attached. We will reach out to her again.
 - H. Girvin: It looks like the proposal was not edited
 - V.DeSantis: We took out the course that indicated "you know everything about everything".
 - S. Nimmrichter: We changed the wording in 501 from 'basic understanding' to 'working knowledge of'
 - L. Gates: Someone else gets the course release in ECLM. Jerry and Nancy are artists not writers. They may need someone to sit with them to help. If Scott (Warner) offered to help and they didn't take it we go line by line, etc.
 - Mowrey: Do we shift responsibility to the school Dean? Dianne?
 - V. Desantis: yes.
 - Mowrey: Proposals are not ready for prime time as per GPCRC.
 - V. Desantis: We are shocked that it got through 2 levels of governance.
 - Mowrey: The purpose of the GPCRC is not to provide edits for courses and not to set that precedence.
 - Janet: Multiple proposals with many issues, let's revert to using email and editing electronically

- Mowrey: I believe ones' distinctive certificate and their colleagues would decide not to work on proposals further. If in 1 degree it would be ideal. If we could plan a workshop this might be an ideal way to get this done.
- V. DeSantis: But if it is in a PDF we can't edit the document.
- Janet: Yes, just convert the PDF
- H. Girvin: Is there anything else we can do to help? Is there an overall suggestion?
- Mowrey: We did this last semester and told them to look at Bloom's (taxonomy). Scott (Warner) pulled up websites and we suggested individuals who could step in, we want to be collaborative, but not as a part of a business meeting.

MU-sings: Mowrey: MU-sings will be a publication for April (?) of 2016 to showcase the creativity of graduate students. We are not congress, but our charge is for curriculum. We had to rush in order to make time to meet and I deliberately ended the meeting early to speak with others. Do you want to make time (in our meeting) to meet with others? This is the second semester this has been asked. If it fits into the agenda I can add it at the end, but I don't want to presume it is okay. So, Joyce would like to come in the future, what are your thoughts?

- V. DeSantis: So, Joyce would like to come to show you all what she is talking about and how it works. Is it the process to solicit students for work? Would you rather have email with statistics?
- Mowrey: If the emails were infrequent we would tend to read them.
- Janet: Let's mention at a meeting and follow up
- Social Gathering of Coordinators: Mowrey: Can we get back to a social gathering of graduate coordinators?
- V. DeSantis: Tuesday and Thursdays we could meet for social gatherings once a semester to speak about unofficial business.

BOG curriculum changes: Mowrey: We put 699 aside last time. Is that course you weren't going to bring held off until looked at with Ana (Bolger) at Senate? Basically it was kicked back- do we want to bring policy around it? If substantive changes made at the state level do we want to have voluntary changes. We were just informed we need to go through the curriculum process for 699. It was a 6 credit class with changes to a 3 credit class. State approved program with a course that does not exist.

- S. Warner: State had their vote and voted to have program with 2 concentrations. We had a concentration capstone for 699 but not the other concentration.
- Ollie: ACTE program now has an online concentration and STEM- Online has a capstone and they want STEM to as well.
- Mowrey: Paragraph changes were made and following changes were made. Notification of information university wide, grad committee, and university curriculum committee approved it.
- Ollie: Could it be voted down?
- All: No
- Mowrey: Prepare a paragraph to show changes made to the curriculum pre BPG vote. Then it is usually passed back to the committee. We need to make a motion of some sort to make policy since we need to reconcile changes to BOG,

- ***If there are significant changes made to curriculum(s) at the state level to content, the proposers of the multidisciplinary changes will notify GPCRC , faculty senate, and administration.
- Megan Jones: We still need to finalize any changes with the registrar office as well.
- Old Business: Mowrey; Leslie any requests?
 - Gates: We should discuss the doctorate programs. Nobody is going to want to be on the doctorate programs without compensation. Victor said he will go to the labor union. Do you want me to type up recommendations and where do they go?
 - Mowrey: Is the cover page consistent?
 - Gates: We are working on this and will follow up with a list of recommendations. If this is a labor issue we can all meet and discuss.
 - DeSantis: The compensation issue is that compensation is paid out every other year. The masters' thesis is .333 credits and generally nobody does 9, which is why it is paid every other year. The request to move up payment schedule rather than every other year. We have these issues with retirees and it is a nightmare with payroll. There have been times in the past that retirees have asked me to send a formal letter to show that they are doing thesis so that they can get paid.
 - Mowrey: So this is a compensation schedule issue. Leslie will you work on this?
 - Gates: Yes, we can work on this.
 - Mowrey: we can put it up for review at the next meeting.
 - DeSantis : The Doc policies committee did not meet over break. We were able to secure a graduate student research fund and we have \$10,000 to use for a grad student thesis and dissertation fund.
 - T.Wright: Based on prior conversations students at other universities cannot tap into this fund?
 - Girvin: No, even if a ship student is doing the joint program they cannot tap into our funds.
 - Gates: Even if their dissertation advisor is here? Do we have a student grant committee? Is this specific to thesis and dissertation? Do you need to have policies written?
 - DeSantis: Lynnea and I reconstituted forms from Becky from 6 years ago. We have had students doing preliminary research and should try to tap in.
 - Mowrey: Money is for following grants specifically for doing research for thesis dissertation. Looking forward, we will need help with policies. As an update- we talked to Jeff at Dean's counsel and asked to speak with colleagues at IUP for electronic review? Are there any updates?
 - DeSantis: Absolutely not.
 - Mowrey: How about the grad student review?
 - DeSantis: Should we do a student priority survey? It will be launched in April and will be coordinated with Lisa Shipley.
 - Mowrey: Do we need to take a look at focus groups or will all students who take the survey be put into the 'pot'?
 - DeSantis: It didn't take much effort to make focus groups and bi-annually survey.
 - Mowrey: What about the traveling social?
 - DeSantis: Is there any GSO effort to have a traveling social?
 - Magni: It really didn't work for us with only 4 people in the GSO and 2 of them being psyc grad students.
 - Mowrey (to DeSantis): Anything more regarding the SMC?
 - DeSantis: There has been no update yet, but I will let you know.

- Mowrey: Right now, grad students, who pay an activity fee, still do not have access to activity fees. The undergrads control the money. We will have to follow up with Brian.
- GAAC (Graduate Academic Appeals Committee)
 - DeSantis: Great job to Duane and Janet with the new forms and new structure. We disposed of 2 important issues quickly and not the committee is running better with the new process.
 - Mowrey: Do we need to review this as a body?
 - DeSantis: We really need a form for review
 - Mowrey: Nobody was available and the committee did not have faculty available over winter break so we shouldn't have GAAC. They should go to the student dean at least with one case.
 - DeSantis: When the faculty coordinator declines to comment it looks pretty bad. Failure to articulate to the commission speaks volumes.
 - Nell: GAAC hears what they want to hear. In fall, we elect the group from just graduate coordinators. Any and everyone are willing to serve.
 - Janet: GAAC worked well over the fall. Going forward it may be a good idea to have a group around during the winter break
 - Mowrey: We will adjust the language to ask who is available from the faculty to serve on GAAC
 - Janet: One appeal came to committee and it went to three different offices until it got to Lucie. We have to figure out when it is faxed where it goes and everyone needs to know where it goes.
 - Mowrey: We need to look at forms- who it goes to and we need to get it going to one spot...
 - DeSantis: Here's the appeals process, here's the form. The problem is that we don't have any fax machines right now. It is most absolutely frustrating
 - Mowrey: Do we have any feedback regarding GAAC?
 - Ojoma: It was really fair, accurate, and on time. I can't thank everyone enough
- New Business
 - Warner: On to new business, there are issues with "Think big, go far". One thing that president Anderson is looking to enlarge the international student base. Because of this we are learning so much about the state department. I have been put in the position where I am finding it difficult for (international students) to take classes online because for the most part they can only take 2 online per semester and the rest need to be face to face.
 - DeSantis: This is particularly important in the Masters of Education area, which require instructional I certification licenses. If you are a department that decides to waive a grad student through, without the certification, what does this mean for the program? How do we get clearances for these students? An MA or Duane's students make it easier because they don't require these documents. The MED state and background check are making the issue. I will be getting back with Jon Ward about how to comply with PA regulations and clearances. The good news is that they don't have to apply for financial aid, but it we can't get them here so they are not breaking the law of their home country.
 - Clark: Most of the time, they just want to take the content back to their home country and don't really care about the certifications.
 - DeSantis: We have dealt with this issue in the past. Remember, we had Preetham, but he was here for so long it was not a problem.

- Mowrey: The real issue is that it is getting more and more difficult in regards to clearances
- Warner: So what does that mean?
- Clark: One of the things we may need to address is creating a non M.ED in early childhood so that internationals can just get the content without having to deal with the field.
- Mowrey: If Vilas (Prabhu) is there, Jeff is there, Scott will you be there? Mark is your representative. There are not people who are directly responsible for directing international studies? The University needs to put a number of people together to get through the unique challenges. We need everyone to be on board.
- DeSantis: The (international) issue is very big and very complex. M.Ed.'s on the curriculum side must make independent decisions to accommodate international students. For example, Marcia- you need to wrestle with your department to make curriculum decisions. Do you want to open a program? A M.Ed. doesn't automatically need a teacher certification.
- Clark: The clearances that are field based, but you don't necessarily need to make it an issue.
- DeSantis: We can also find alternative field assignments.
- Warner: Many programs used in-service, we may not have the same requirements. It may not serve all students. We may have to serve students in face to face environments