

Graduate Course and Program Review Committee

Minutes

April 24, 2019

Present: Chad Baker, Jason Baker, Jerrell Blaine, Richard Clark, Robyn Lily Davis, Oliver Dreon, Marc Felizzi, Leslie Gates, Laura Granruth, Claudia Haferkamp, Kelly Kuhns, T. Russell-Lorentz, Lucie Lehr, Richard Mehrenberg, Susanne Nimmrichter, Nicole Pfannenstiel, Beth Powers, Helena Tuleya-Payne, Scott Warner, Tyrone Washington, Charlton Wolfgang, Tiffany Wright, P. Yang

1. Review and Approval of Minutes:
 - a. L. Granruth moved. J. Baker 2nd. Approved.
2. Graduate Curriculum and Policy Proposals:
 - a. New Program Proposal – Space, Weather and Environment –
 - i. New 15-credit/5 course graduate certificate program.
 - ii. The program connects space weather science to those who communicate with the decisions makers.
 - iii. A stand-alone program but may also serve as a fifth specialization.
 - iv. Those in the program will be closer to the M.S. degree.
 - v. EMGT 614 is required, the other 4 courses are new.
 - vi. It was discussed if EMGT 614 would be over-enrolled.
 - vii. Amendments suggested –
 1. Add “or permission from instructor” to all the courses
 2. Check the DL/online box.
 3. Add line “All faculty who teach online will have to have had some training in teaching online”.
 - viii. Motion to accept this new academic program, four new courses (SWEN 671, 672, 673, and 674) and distance learning for each - S. Warner moved. C. Wolfgang 2nd. Approved as amended.
 - b. MSEM Program Change – Communication Track New Minor –
 - i. New courses proposed are COMM 625, 661, 627, 653 and 605.
 - ii. Crisis communication is essential to emergency operations plans.
 - iii. A new marriage between COMM and MSEM.
 - iv. DL proposal submitted as well.
 - v. Target audience is emergency managers, COMM students who go into the emergency management field and meteorology students.
 - vi. It was discussed if there is overlap with SOWK content. Maybe tighten up the description for the emergency management audience.
 - vii. A concern is students may take some of these courses instead of those in their program since descriptions are similar. Content duplication is fine to a certain point, but it matters how you build out its principals. These proposed course descriptions should better articulate this.
 - viii. Stronger learning outcomes recommended.
 - ix. Course number revision COMM 510 to COMM 610 for consistency with the 600 level courses.
 - c. MED Revised Change in Curriculum: M.Ed. Language and Literacy (Reading Concentration/Reading Specialist Certification) Replace Course Requirement -

- i. Change to a literacy related summer institute instead of the SPED 600 or 601 requirement (reading concentration or certification). Must be a literary topic.
 - ii. Allows for more choice for those with solid prep from undergrad.
 - iii. To offer teachers other options that align with research and new standards.
 - iv. It was pointed out summer institutes are not consistently offered.
 - v. This is a major, not minor, change.
 - vi. Suggested to not list specific institute courses on proposal as they may change.
 - vii. Grad course catalog should read “current appropriate literary course or summer institute as approved by advisor”.
 - viii. B. Powers moved. R. Mehrenberg 2nd. Approved.
 - d. New Course Proposal – MATH 613, Elementary and Secondary Mathematics Curriculum Connections –
 - i. Designed to help the secondary math teacher connect back to elementary content.
 - ii. Face-to-face. No DL.
 - iii. It is expected the student will have a secondary math education background.
 - iv. Maybe change title to include “...elem/middle/sec” or “preK-12” or just “Mathematics Curriculum Connections” so school districts more likely to reimburse costs.
 - v. L. Granruth moved. M. Felizzi 2nd. Approved.
3. Old Business:
- a. MUsings is open for submissions until next November. N. Pfannenstiel will send the link to everyone.
4. New Business: Graduate Coordinators Survey-
- a. C. Baker of Grad Admissions created the survey to collect information in order to determine areas of needed improvement.
 - b. Major issue is who should be recruiting – Grad Admissions or coordinators? Currently a structural issue due to lean Grad Admission staff.
 - c. The Grad Admissions Office is student employee heavy. Frequent turnover leads to frequent training of new employees which leads to higher error rate. As a first point of contact with prospective students this is troubling.
 - d. Application processes gets high marks for quick turnaround.
 - e. Grad numbers have had big impact on recent success of MU in PASSHE rankings.
 - f. Changes in demographics tell us we need to build up the graduate program.
 - g. Undergrad vs. Grad Admissions parity in staffing needs attention.
 - h. The conversation led to general disparity in graduate student funding.
 - i. A small group was created to map the issues; to paint a fuller picture on the current climate; to create a letter signed by the group for forwarding to the Provost’s Office or a Middle States working group. Members are: L. Gates, J. Baker, T. Wright, M. Felizzi, N. Pfannenstiel

Meeting was adjourned at 3:40 PM by T. Wright
 Minutes respectfully submitted by L. Lehr