

**Graduate Course and Program Review Committee**  
**Wednesday, October 26, 2016**  
Minutes

Present: Jason Baker, Jon Bannan, Victor DeSantis, Ollie Dreon Leslie Gates, Heather Girvin, Megan Jones, Kelly Kuhns, Lucie Lehr, Clarence Maxwell, Jenny Monn, Becky Mowrey, Marcia Nell, Susanne Nimmrichter, Helena Tuleya-Payne, Scott Warner, Judy Wenrich, Michael Wismer, Charlton Wolfgang, Tiffany Wright, Sepi Yalda, Yufeng Zhang

1. Review and Approval of Minutes:
  - a. K. Kuhns moved. S. Warner 2<sup>nd</sup>. All approved.
2. Updates and Announcements:
  - a. Saudi Arabian Transfer Students:
    - i. Current push from Saudi government for students to transfer to U.S schools.
    - ii. If a prospective student is not a bona fide candidate then it is advised to not spend extra time engaging due to possible unserious or malicious intent.
    - iii. A reminder to coordinators to assist corresponding with newly admitted students for a positive outcome on their decision.
  - b. Grad Admissions Processing: Acceptance letter notification to coordinators and GSAL customer service issues were discussed in advance, though topic is tabled until next month. Please send concerns to B. Mowrey for continued discussion.
  - c. Academic Appeals Process:
    - i. The fully automated Academic Approval Process should be implemented in 6-8 months.
    - ii. Current focus is on undergrad but adding the graduate level piece later will be easy.
    - iii. Area curriculum committees have replaced (school) college committees and the graduate level will honor them.
    - iv. O. Dreon emailed the Academic Approval Process documents shared at the last Senate meeting. Coordinators were asked to review once for content and a second time to apply to grad level.
3. Curriculum and Policy Proposals:
  - a. ELPP 897: Goal is to get the doctoral students to propose what they want to research.
  - b. ELP 898: Goal is to defend the written proposal.
  - c. ELP(P) 8999: Goal is to defend dissertation and successfully complete the program.
  - d. These three courses are individual instruction.
  - e. O. Dreon moved. J. Wenrich 2<sup>nd</sup>. All approved.

- f. NURS 698: For accreditation. AACN recommends “Scholarly Project” for doctoral level final project.
  - g. T. Wright moved. S. Yalda 2<sup>nd</sup>. All approved.
4. Old Business:
- a. Thesis/Dissertation Documents –
    - i. Dissertation documents revisions examined. Minor corrections suggested.
    - ii. IIS form still exists, but these forms are only necessary if a thesis or dissertation.
    - iii. Faculty can still use old forms and GSAL will follow up on collecting needed information.
    - iv. The forms contain no policy statements so no need for Faculty Senate review.
    - v. M. Nell moved. O. Dreon 2<sup>nd</sup>. All approved.
  - b. Appeals and Academic Standing Policy: New language on 2<sup>nd</sup> dismissal in development. Additional discussion needed on appealing a 2<sup>nd</sup> dismissal. Tabled until next month.
  - c. Academic Honesty Policy/Procedures:
    - i. MSEM can develop their own dispositions.
    - ii. University guidelines cannot be enforced but faculty can be encouraged.
    - iii. One recommendation is to include policy language in syllabi, verbiage or links to guidelines and other pertinent webpages.
5. New Business:
- a. Graduate Student/Student Senate Funding: We would like to move forward with changes to Fitness Center fees and graduate student activity funding. The GSO would use Student Senate’s model of fund disbursement.

Meeting adjourned at 3:30 pm.

