

# Graduate Course and Program Review Committee

Wednesday, Nov. 28, 2018

Minutes

Present: Chad Baker, Jason Baker, Robyn Lily Davis, Leslie Gates, Laura Granruth, Adam Grumbling, Claudia Haferkamp, Aileen Hower, Megan Jones, Kelly Kuhns, Lucie Lehr, Jenny Monn, Becky Mowrey, Susanne Nimmrichter, Nicole Pfannenstiel, Helena Tuleya-Payne, Scott Warner, Tyrone Washington, Charlton Wolfgang, Tiffany Wright, Sepi Yalda

The meeting was called to order by B. Mowrey at 2:00 pm.

## 1. Review and Approval of Minutes

- a. T. Wright moved. S. Yalda 2<sup>nd</sup>. Approved.

## 2. Announcements

- a. T. Wright will serve as the GCPRC chair for the remainder of the academic year. Please send all future correspondence to her effective immediately. The group thanked B. Mowrey for her many years of service. B. Mowrey noted her appreciation of this dedicated, collegial group who has advocated well for MU's graduate students.
- b. The GSAL and Friends Holiday Luncheon is Tuesday, December 4.
- c. All coordinators should send a list of active graduate faculty from their programs to B. Mowrey by Friday, November 30. This should include those active in any portion of this academic year.
- d. S. Warner shared literature from Keystone Academic Solutions, a company that assists with international recruiting. They filter potential students well on qualifying exams, English language skills and more. Costs can be shared by several programs if there is interest. The Grad Dean should be notified of any interest as well. Global Studies has already been made aware of this.

## 3. Old Business

- a. Incomplete grade policy:
  - i. Current policy states an Incomplete turns into F after one semester (regular classes) and after one year (research classes). It is not clear however which courses are which.
  - ii. Policy not being enforced is the big issue, and feedback from the departments was requested.
  - iii. It has already been agreed upon by this group and CGSAL that past incidents will be handled case-by-case. Enforcement will begin in 2019.
  - iv. Automating F grades will not be suitable for the many exceptions we have at the grad level.
  - v. Reminders directly to the faculty members would be favorable. The Registrar's Office may be able to do this.
  - vi. They can also add verbiage to the current Incomplete Grade flag in audit to warn the student of the automatic conversion to F.
  - vii. This issue will likely require CGSAL to send regular heads-up reports to the coordinators to assist them with addressing problems in their programs.

- viii. This issues needs further discussion, but in the meantime L. Lehr will distribute a list of current Incomplete grades.
4. Curriculum and Policy Proposals:
- a. WSSD 602 – DL
    - i. Adds DL distinction.
    - ii. S. Warner moved. O. Dreon 2<sup>nd</sup>. Approved.
  - b. School Nurse Certification SPED 652
    - i. SPED 652 will replace the SPED 601 requirement.
    - ii. Basically the same course but new course number to satisfy PDE requirement.
    - iii. H. Tuleya-Payne moved. L. Granruth 2<sup>nd</sup>. Approved.
  - c. Span 571 – DL
    - i. Adds DL distinction.
    - ii. L. Granruth moved. L. Gates 2<sup>nd</sup>. Approved
  - d. Art 602
    - i. Course description was too narrow for students outside the Art program.
    - ii. L. Granruth moved. S. Yalda 2<sup>nd</sup>. Approved
5. More Old Business:
- a. No Show Admits
    - i. Pertains to programs that cap their enrollment
    - ii. Not a financial aid issue.
    - iii. A big problem for Nursing. They need a best practice resolution.
    - iv. Discussion turned to activity/IT fees. Some schools are building them into stated costs, and those student can be reimbursed fully by their school districts. This is a marketing issue as well.
  - b. CAP update
    - i. O. Dreon remains the chair
    - ii. The group is making progress.
    - iii. Process is different than undergrad so there are still some challenges.
    - iv. Mapping out the curriculum flow. Will be much improved by spring.
    - v. Goal to have the process up and running for the next academic year should be met!
    - vi. Some sample proposals would be useful. This is an opportunity for others to help.
  - c. Honors College Request
    - i. Policy link was shared with B. Mowrey
    - ii. Current policy allows undergrad students to take 5XX courses but closes the door to 6XX courses, unless for graduate credit (to be applied to a graduate program).
    - iii. Is this request big enough to require a policy change?
    - iv. Allowing undergrad students in 6XX courses would be a policy change for **us**, but allowing 5XX courses as Honors College credit would be a policy for the **Honors College**. The latter is what will be recommended to Elizabeth Thyrum: yes, the Honors College can let their honors students take 5XX courses for honors credit.

Meeting was adjourned at 3:25 PM by B. Mowrey  
Minutes respectfully submitted by L. Lehr

