

Graduate Course and Program Review Committee  
Wednesday, August 26, 2015, 2-3:30 p.m.  
Meeting Minutes

Present: Jason Baker, Jon Bannan, Victor DeSantis, Leslie Gates, Heather Girvin, Claudia Haferkamp, Duane Hagelgans, Ojoma Edeh Herr, Megan Jones, Lucie Lehr, Brooke Magni, Clarence Maxwell, Jenny Monn, Becky Mowrey, Marcia Nell, Susanne Nimmrichter, Karen Rice, Scott Warner, Judy Wenrich, Janet White, Tiffany Wright, Charlton Wolfgang, Yufeng Zhang

Meeting commenced at 2:00 p.m. by Becky Mowrey.

1. Review and Approval of Minutes:
  - a. Duane, Tiffany motioned. All approved.
2. Updates and Announcements:
  - a. Open House is scheduled for Oct 8 in the Library. All graduate coordinators to attend or send a GA since walk-ins expected.
  - b. All coordinators send faculty program contact list to Becky by Oct 1.
  - c. GSAL new name
  - d. New member introductions
3. Curriculum and Policy Proposals:
  - a. Revival of ENGL 630:
    - i. Policy is for undergraduate courses.
    - ii. Yufeng will first take to English department for curricular review before a full review.
    - iii. Independent study is an alternative option.
  - b. EDM Graduate Certificate revisions: Ojoma, Janet motioned. All approved.
    - i. Concern was volume of courses, breadth of pathways and graduation rates.
    - ii. "Pathways" is best administrative description.
    - iii. Flexible curriculum now, then enrollments will determine future structure.
    - iv. Revise proposal cover sheet.
4. Old Business:
  - a. Graduate Curriculum Forms centralized GS&AL site: will be added to the GSAL site.
  - b. SMC Fitness Ctr. Usage/Costs:
    - i. Little progress has been made.
    - ii. Cabinet should discuss.
    - iii. Add to GSAL student focus group topics.
    - iv. New Zero building will open up space in Lyle for a graduate student resource center.

- c. Graduate Course Proposal Review Process:
    - i. A more active approach. Senators can identify issues before meeting.
    - ii. Proposals can be sent a week prior, via Jeff's distribution list.
    - iii. Faculty member should attend GCPRC meeting. Have conversation here first.
  - d. Student Focus Groups:
    - i. Each coordinator to submit two names: a GA and one other student.
    - ii. Target date is late September.
5. New Business:
- a. GAAC Chair election:
    - i. Chair is Janet. Vice chair is Duane.
    - ii. Chair communicates with selected staff.
    - iii. Meeting to develop procedures guideline and decision submission form: Dean, Lucie, Janet, and Duane
  - b. Master's Thesis Guidelines & Paperwork:
    - i. Posted guidelines now need dissertation requirements.
    - ii. Need discussion on local agreement for workload & payouts.
    - iii. Develop new Special Study Request form with load indicator to ensure proper credit.
6. Tabled:
- a. Doctoral Academic Policy on continuous enrollment
  - b. M. Ed. Core revisions: [coordinators were asked in the interim to evaluate if any existing courses align with the wish list]

Meeting adjourned at 3:25 p.m.