

**Minutes**  
Graduate Course and Program Review Committee  
**Wednesday, April 30, 2025, 2-3:30 PM**

**Present:** Aileen Hower, Ann Marie Licata, Barb Havercamp, Beth Powers, Cayleigh Minter, Chad Baker, Charlton Wolfgang, Clarence Maxwell, Deborah Tamakloe, Erin Moss, Joe Behun, Julie Lombardi, Karena Rush, Kelly Rotondo, Lara Willox, Leslie Gates, Matt Davis (guest), Nicole Pfannenstiel, Ollie Dreon, Scott Warner, Tiffany Wright

1. Review and approval of minutes:

- a. [GCPRC Minutes 04.23.2025.docx](#)
- b. [GCPRC Minutes 03.26.2025.docx](#)

*Motion:* S. Warner; *Second:* T. Wright. *Abstained:* None. Motion Approved.

2. Guests – Matt Davis and Chad Baker joined the group to discuss updates to Slate /Application Moving Graduate, International and Online into the Undergrad instance of Slate. The new application is set to launch June 1<sup>st</sup>. They are working to minimize interruptions. There will be a new/different link to access the system. User data will be migrated, including query access. Question: Can they tailor the automatic notifications that are currently in use? Answer: Yes! Reach out to Matt with questions ([matt.davis@millersville.edu](mailto:matt.davis@millersville.edu)).

3. Announcements / updates from GCPRC Chair

- a. Graduate student representation sought for GCPRC and/or UCAPC.  
Asked the group to share suggestions for additional students.
- b. [GCPRC Minutes](#) posted to Graduate Studies Website
- c. New [form](#) and [process](#) for graduate academic dismissal and appeal.  
Aileen Hower, Julie Lombardi, Joe Behun and Leslie Gates volunteered to serve on appeals committee.
- d. [Graduate policy](#) available in CourseDog.  
Dean Willox will have her office pull policy info from CourseDog and format as individual policies, which can then be taken through GCPRC and UCAPC for approval and revision.

4. Curricular Proposals (utilizing [voting form](#))

- a. ACTE AI courses
  - i. ACTE 552 Ethical and Responsible Use of Artificial Intelligence in Education (new course) – Ibrahim  
[https://app.coursedog.com/#/cm/request/X8cvC6DJl16FuxBAZqLV?school=millersville\\_csv](https://app.coursedog.com/#/cm/request/X8cvC6DJl16FuxBAZqLV?school=millersville_csv)
  - ii. ACTE 553 Leading and Integrating Artificial Intelligence Across the Curriculum (new course) - Ibrahim <https://app.coursedog.com/#/cm/request/Rvr1v93jngrlqGxePw4v>
  - iii. ACTE 551 Teaching and Learning with Artificial Intelligence (new course) - Dreon  
<https://app.coursedog.com/#/cm/request/PuWYBI7EhLtf9oVjAEsb>

- iv. ACTE 550 Foundations of Artificial Intelligence in Education (new course) - Dreon  
<https://app.coursedog.com/#/cm/request/En1aV7hpjJhUwS1KOWE3>

*Motion to approve 4 courses as a group: A. Hower; Second: C. Wolfgang.*  
17 vote Yes, 1 Abstain

b. Social Work

- i. SOWK 629 Resource Development for Nonprofit Social Work (new elective in joint MSW) – Granruth <https://app.coursedog.com/#/cm/request/CcFVDtz5E825Ylh2qeHB>  
NOTE: Course also going through approval process at Shippensburg.

*Motion to approve: J. Behun; Second: T. Wright.*  
14 vote Yes, 3 Abstain

- ii. SOWK 628 Introduction to Trauma-Informed Therapy (new elective in joint MSW) - Granruth <https://app.coursedog.com/#/cm/request/gjThg80ePfjlsWNSQMzx>  
NOTE: Several comments from review need to be addressed.

*Motion to table this proposal until Fall: O. Dreon; Second: C. Maxwell.*  
Motion to table passed by verbal agreement of attendees.

5. Announcements / updates from Dean Willox and other points of discussion.

- a. 5-year active status for graduate students - UG students are classified as inactive after one semester; those who do not register are notified by email that they will be marked as inactive, and provided with instructions and a form to submit to request a return to active status. Group discussed changing to a 2-year period to identify graduate students for Inactive status. List of students should be shared with program coordinator prior to changing student status.

*Motion to update procedure to move students to Inactive Status after a two-year period with no registration: S. Warner; Second: K. Rotondo. Abstained: None. Motion Passed.*

- b. Still need clear guidance on allowing students who are nearly complete to participate in commencement ceremony.
- c. Graduate Assistant hiring for 2025 - more than 50% of positions have been filled and several more are in process. Several newly admitted students with recruitment awards have secured GA positions. Will continue to make updates to the web page to promote remaining open positions.

6. Meeting concluded 3:10 p.m.