

# Graduate Course and Program Review Committee

September 28, 2022

## Minutes

Present: Joe Behun, Robyn Davis, James Delle, Ollie Dreon, Leslie Gates, Ann Gaudino, Christine Gaudry, Aileen Hower, Lauren Kaiser, Zach Kelly, Susan Kopecky, Lucie Lehr, Ann Marie Licata, Julie Lombardi, Rich Mehrenberg, Cayleigh Minter, Nicole Pfannenstiel, Beth Powers, Kelly Rotondo, Melissa Tineo, Scott Warner, Tyrone Washington, Carlton Wolfgang, Tiffany Wright

1. Review and Approval of the August 2022 Minutes:
  - a. A. Gaudino motion. S. Warner second. Approved.
2. Updates and Announcements: (J. Delle)
  - a. Chad sent a printout of Graduate Admissions updates.
  - b. We were the only grad program in PASSHE to beat last year's enrollment numbers. We may be at the end of the pandemic's affect on education but we still have to persevere in increasing enrollments.
  - c. A new APSCUF contract is being formulated.
  - d. We are moving forward with the implementation of OneSys. We are in the second group (cohort 2). This is an Ellucian platform and classes will be listed on others' web schedule. ETA is fall '24 registration. Visiting Student forms will no longer be necessary.
  - e. The future of Graduate Studies at MU?
    - i. The university is monitoring national trends.
    - ii. There are now more students in online classes, at regional colleges, than face-to-face so we must consider additional online programming.
    - iii. A new AVP of Enrollment Management search is underway.
    - iv. Lancaster County continues to grow and hopefully will balance out the lower demographic changes.
    - v. Future MU success is strongly tied to our graduate program.
    - vi. We are considering signing with Academic Partnerships who will assist us in meeting our goals.
    - vii. It is recognized class sizes may be untenable.
    - viii. Additional financial support will help our grad programs grow.
    - ix. With recent paradigm shifts it is a good time to make changes.
  - f. A reminder to turn graduate program applications around in a timely manner. Some colleges are doing this in days.
  - g. Some have complained SLATE workflow is cumbersome. Please check with C. Baker to ensure your committee members have proper access.
  - h. Students in dual program are not getting accepted at the same time, which leads to much confusion. Can the process be streamlined?

3. Graduate Curriculum and Policy Proposals (*GradCAP*):
  - a. *MUSI proposal 3b-3g will be sent back to the Music Department again for revision.* Objectives should be different across courses, not identical. Students should know what are the changes by class.
  - b. MUSI New Course Proposal 109, MUSI 513 Solfège, Harmony and Analysis IV According to the Kodály Concept with an Emphasis in Curriculum Design, Assessment, and Supervision  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+109>
  - c. MUSI New Course Proposal 107, MUSI 572 The Art of Teaching Middle Level According to the Kodály Concept with an Emphasis in Curriculum, Design, and Supervision  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+107>
  - d. MUSI New Course Proposal 111, MUSI 517 The Art of Teaching Elementary Music According to the Kodály Concept with an Emphasis in Curriculum, Design, Assessment, and Supervision  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+111>
  - e. MUSI New Course Proposal 108, MUSI 512 Solfège, Harmony and Analysis III According to the Kodály Concept with an Emphasis in Curriculum Design, Assessment, and Supervision  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+108>
  - f. MUSI New Course Proposal 112, MUSI 554 Major Performance Piano Instruction with Emphasis in Curriculum Supervision, Assessment and Design Graduate Study  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+112>
  - g. MUSI New Course Proposal 113, MUSI 555 Major Performance Piano Instruction with Emphasis in Curriculum Supervision, Assessment and Design Graduate Study  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+113>
  - h. MUSI New Course Proposal 115, MUSI 655 Major Performance Piano Instruction with Emphasis in Curriculum Supervision, Assessment and Design Graduate Study  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+115>
  - i. MUSI New Course Proposal 114, MUSI 654 Major Performance Piano Instruction with Emphasis in Curriculum Supervision, Assessment and Design Graduate Study  
<https://wiki.millersville.edu/display/CAP/MUSI+New+Course+Proposal+114>
  - j. EDFN Course Change Proposal 090, EDSU 700 Functions of Supervision, add DL  
<https://wiki.millersville.edu/display/CAP/EDFN+Course+Change+Proposal+090>
  - k. EDFN Course Change Proposal 091, EDSU 703 Curriculum & Supervision, add DL  
<https://wiki.millersville.edu/display/CAP/EDFN+Course+Change+Proposal+091>
  - l. *EDFN proposals 3k-3l are for DL addition.*
    - i. A. Hower motion. R. Mehrenberg second. Approved.

- m. HIST Course Change Proposal 054, HIST 510 Topics in US History, add DL  
<https://wiki.millersville.edu/display/CAP/HIST+Course+Change+Proposal+054>
  - n. HIST Course Change Proposal 055, HIST 512 Topics in Regional History, add DL.  
<https://wiki.millersville.edu/display/CAP/HIST+Course+Change+Proposal+055>
    - i. *HIST proposals 3m-3n need DL approval so can be taught in summer.*
    - ii. N. Pfannenstiel motion. J. Behun second. Approved.
  - o. SOWK Curriculum Change Proposal 082, Eliminate pre-requisites from MSW program  
<https://wiki.millersville.edu/display/CAP/SOWK+Curriculum+Change+Proposal+082>
    - i. To remove prerequisites for the MSW program. SU eliminated theirs.
    - ii. This won't change vocational knowledge.
    - iii. T. Washington motion. S. Warner second. Approved.
  - p. ENGL Curriculum Change Proposal 195, Change culminating experience of MED program  
<https://wiki.millersville.edu/display/CAP/ENGL+Curriculum+Change+Proposal+195>
  - q. ENGL Curriculum Change Proposal 196, Make several changes to MA degree  
<https://wiki.millersville.edu/display/CAP/ENGL+Curriculum+Change+Proposal+196>
    - i. *ENGL proposals 3p-3q puts our program in line with comparable PASSHE English programs.*
    - ii. This removes the thesis requirement for the MED program and adds thesis alternatives to the MA program.
    - iii. This is in line with other colleges' English programs and makes online completion more accessible.
    - iv. Responsible to both the student and the field.
    - v. S. Warner motion. C. Gaudry second. Approved.
    - vi.
4. Policy and Related Items.
- a. Graduation Policy
    - i. There is no formal policy on how many credits constitutes a full-time graduate student.
    - ii. Putting the number of credits at 6 consolidates with other requirements.
    - iii. Summer 1-3 is considered one term.
    - iv. J. Lombardi motion. B. Powers second. Approved.
5. New Business:
- a. MED Core-
    - i. Subcommittee met recently and will soon have a document for the group to review.
    - ii. A fourth strand is being considered.
    - iii. The revisions can be made to the policy too.
  - b. Commencement Committee Meeting-

- i. The committee met recently.
    - ii. Graduate students are now invited to walk in the December ceremony.
    - iii. This group would prefer to hood students on stage.
    - iv. Faculty exiting the stage down the same steps looked sloppy. Perhaps separate exit steps could be placed in the rear.
    - v. Students are not holding their hoods correctly. Perhaps place a person at the front of the line to adjust them.
  - c. Thesis and Dissertation Guidelines –
    - i. The committee is looking at other institutions' guidelines.
- 6. Old Business:
  - a. It was suggested Jasmine Campbell return with her findings on how other schools are billing fees.
  - b. We should continue to push for stipend relief. Perhaps turn to Advancement for a fundraising initiative or a line item in the One Day Give.

Meeting adjourned at 3:34 pm.

Minutes respectfully submitted by L. Lehr