

## UNIVERSITY-WIDE GRADUATE COMMITTEE

### Minutes

February 20, 2007

**PRESENT:** Matt Baumer, Susan Boser, Karen Brown, Pisarn Chamcharatsri, Sean Gess, David LaPorte, James Lenze, Scott Moore, Mark Staszkiwicz, Debbie Stultz, Michael T. Williamson, Dawn Woodland

**EXCUSED:** Claire Dandeneau, John Eck, David Piper, Nashat Zuraikat

Dr. David LaPorte called the meeting to order at 3:25 p.m.

On a Moore/Woodland motion the agenda was **APPROVED** as submitted:

On a Woodland/Staszkiwicz motion the February 6, 2007 minutes were **APPROVED** as submitted.

### **ANNOUNCEMENTS:**

Dr. LaPorte introduced the newest graduate student member, Sean Gess. With the death of Jim Myers on Thursday, February 15, 2007 every committee member paid tribute to him by telling what their thoughts and feelings were. We will all miss Jim very very much. Dr. LaPorte also announced that Wenfan Yan resigned from the Senate and our committee due to the illness of his father.

Dr. Williamson spoke again about the use of Article 27 and 23; if there are any concerns from the committee about these articles he is asking for their input so he can take to rep council.

Dr. Boser had no announcements.

### **NEW BUSINESS:**

#### **BUSINESS IN PROGRESS: A) PROGRAMS/CURRICULAR MATTERS**

1. Flex MBA Program in Bangalore, India; this was not assigned to a subcommittee – 11/21/06; no discussion – 11/28/06; with much discussion it was decided that Dr. Williamson will send the proposer a memo asking for clarification regarding the language concerning the CBA – 1/23/07; proposer came to the meeting and explained what the changes were that the committee inquired about; the committee understood and asked the proposer to put this summary in writing and send back for review – 2/6/07; proposer sent the summary requested; on a Lenze motion, and approval of the committee, this information was approved; after some discussion the passed unanimously – **APPROVED** – 2/20/07
2. MBA Concentration Proposal; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz) – 10/3/06; subcommittee sent their report electronically to the committee; no discussion – 10/17/06; no discussion – 10/31/06; lengthy discussion, LaPorte to look closely at and bring a summary back to the committee to discuss further at the next meeting – 11/14/06; LaPorte will meet with the proposers regarding what needs to be done for this to move forward for approval – 11/21/06; LaPorte has a meeting set for Friday, December 1, 2006 with Prashanth regarding proposal – 11/28/06; no discussion – 1/23/07; no discussion – 2/6/07; no response from proposer – 2/20/07
3. New Course: EDSP 523 Educational Programming for Gifted Learners; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark

Staszkiwicz, Matt Baumer) – 8/29/06; no discussion – 9/5/06; subcommittee presented their report with several suggestions; memo will be sent to proposer – 9/19/06; another memo will be sent – 9/26/06; no discussion – 10/3/06; no discussion – 10/17/06; nothing back from proposer; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; memo will be sent to proposer stating they may turn in the changes they have made and UWGCC will continue with the approval process, then it can be forwarded to UWUCC for approval – 11/28/06; the proposer sent the committee the change on this (12/19/06); this course number has changed to 523 because the department has listed this as dual level, EDSP 423/523; the department did not have anything from the library so Dr. LaPorte sent them an email suggesting the way to go about getting the information needed from the library – 1/23/07; waiting information from the library; no discussion – 2/6/07; still waiting the letter from the library – 2/20/07

4. Graduate Distance Education Review Form: EDSP 523 Educational Programming for Gifted Learners; assigned to subcommittee #2 (James Lenze, Nashat Zuraikat, Dawn Woodland, Claire Dandeneau, Mark Staszkiwicz, Matt Baumer) – 8/29/06; no discussion – 9/5/06; subcommittee presented their report; upon completion of the new course EDSP 623 this distance education course will fall in line – 9/19/06; no discussion – 9/26/06; no discussion – 10/3/06; no discussion – 10/17/06; nothing back from proposer; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; memo will be sent to proposer stating they may turn in the changes they have made and UWGCC will continue with the approval process, then it can be forwarded to UWUCC for approval – 11/28/06; nothing came from the proposer concerning this course; no discussion – 1/23/07; no discussion – 2/6/07; no discussion – 2/20/07
5. Course Deletion for GEOG 571 Aerospace workshop; this was not assigned to a subcommittee – 11/14/06; after some discussion it was decided that a memo will be sent to the proposer to ask them to submit a minor program revision and that they will ask that the agenda item for Senate be pulled – 11/21/06; memo was sent to proposer about submitting a minor program revision – 11/28/06; waiting for something from proposer; no discussion – 1/23/07; no discussion – 2/6/07; proposer sent a minor program revision to the dean's associate on 2/20/07; was signed and forwarded to the provost on same day – 2/20/07
6. HPED 641 Administration of Aquatic Programs (Graduate Distance Education Review Form); assigned to subcommittee #1 (James Myers, David Piper, Scott Moore, Karen Brown, Wenfan Yan) – 2/6/07; committee unanimously moved to approve with minor changes **APPROVED** – 2/20/07
7. HPED 642 Design and Operation of Aquatic Facilities (Graduate Distance Education Review Form); assigned to subcommittee #1 (James Myers, David Piper, Scott Moore, Karen Brown, Wenfan Yan) – 2/6/07; after some discussion; me

chapter at a time for consideration 1/20/04; Dr. Soni is working on this item 2/10/04; no

UWGCC; no discussion – 10/17/06; no discussion – 10/31/06; lengthy discussion with many suggestions; will be discussed more at the next meeting – 11/14/06; revisions to the procedure for submitting distance education proposals and the form for distance education proposals were distributed for discussion at the next meeting – 11/21/06; lengthy discussion; several suggestions that will be put together for another draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and directions were sent to the committee via email; no discussion – 2/6/07; after some discussion and suggestions for minor changes a new draft will be brought back to the committee – 2/20/07

3. Cooperative Agreements - discussed 3/18/03; discussed 3/25/03; discussed 4/15/03; discussed – on hold – Dr. Chambers 9/16/03 (Chambers/Kostelnik/Bieger); no discussion 9/30/03; no discussion 10/14/03; no discussion 10/21/03; discussed – committee will work on adopting policy standards to be incorporated into the *Graduate Committee Handbook* 10/28/03; discussed 11/11/03; no discussion 11/18/03 or 11/25/03; discussed and committee will work on policy 1/20/04; will wait until Dr. Linzey's return to continue options 2/10/04; no discussion 2/17/04, 2/24/04, 3/16/04, 3/23/04; no discussion, a meeting was scheduled on 4/14/04 to discuss future Cooperative Agreements – 4/13/04; no discussion – 12/14/04; no discussion - 1/18/05; no discussion – 1/25/05; no discussion – 2/8/05; no discussion – 2/15/05; no discussion – 2/22/05; no discussion – 3/15/05; no discussion – 3/22/05; there was a meeting with Mark S., Mark P., Dr. Chambers, Dr. David Myers, Dr. James Myers, Dr. Soni about gathering information to come up with a clarified policy – 4/5/05; no discussion – 4/12/05; no discussion – 4/19/05; assigned ad hoc committee (LaPorte, Williamson, D. Myers, Boser) – 9/13/05; no discussion – 9/20/05; no discussion – 9/27/05; no discussion – 10/11/05; no discussion – 10/18/05; committee was asked to read David Myers report – 11/8/05; report to be sent out electronically for everyone to read for the next meeting – 11/15/05; lengthy discussion regarding Dr. David Myers report – 11/22/05; lengthy discussion; there will be a working document for next meeting – 11/29/05; no discussion – 1/24/06; no discussion – 2/7/06; will discuss at next meeting – 2/14/06; no discussion – 2/21/06; some discussion, will continue at next meeting – 3/7/06; no discussion – 3/21/06; no discussion – 4/4/06; no discussion – 4/11/06; no discussion – 4/18/06; no discussion – 4/25/06; no discussion – 8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; announcement from Michael T. Williamson that this may be something sent to Academic Committee if and when it is approved by Senate that the Academic Committee take on some of the UWGCC's policy issues – 10/3/06; it was decided unanimously to keep this here with the UWGCC; no discussion – 10/17/06; no discussion – 10/31/06; no discussion – 11/14/06; no discussion – 11/21/06; no discussion –

8/29/06; no discussion – 9/5/06; no discussion – 9/19/06; announcement from Michael T.