

**University Wide Graduate Committee  
Minutes  
September 2, 2008**

**PRESENT:** Matt Baumer, Karen Brown, Mary Jane Kuffner Hirt, James Lenze, Jamie Martin, Scott Moore, David Myers, Linda Norris, David Piper, Kustim Wibowo, Dawn Woodland, Nashat Zuraikat

**NOT PRESENT:** Claire Dandeneau, Vida Irani

Dr. David Piper called the meeting to order at 3:40p.m.

On a Woodland/Martin motion the agenda was **APPROVED** as submitted.

On a Zuraikat/Woodland motion the August 26, 2008 minutes were **APPROVED** as submitted.

**ANNOUNCEMENTS:**

Dr. Piper asked for the committee as a whole to review the material that is on the 'x' drive. He moved Nashat Zuraikat to subcommittee #2 since Susan Boser will not be on the committee.

Dr. Baumer had no announcements.

Dr. Lenze had no announcements.

Dean Myers announced that as of today, Tuesday, September 9, 2008, the enrollment at the graduate school was 2322. He stated that this is not the official number and could fluctuate a little bit as the freeze has not been implemented.

**NEW BUSINESS:**

**Business in Progress:**

**A) Programs/Curricular Matters**

1. *Ph.D. in Safety Science*, assigned to subcommittee #1 (Claire Dandeneau, Karen Brown, Nashat Zuraikat, Kustim Wibowo) was hand delivered to everyone on 2/26/08; subcommittee emailed part one of their report on 3/4/08; there was some discussion but due to lack of time the discussion will continue at the next meeting – 3/4/08; very intense discussion – 3/18/08; no discussion – 4/1/08; Dr Kilmarx and Chris Janciak attended the meeting to discuss the budget – 4/8/08; after much discussion a memo will be sent to proposer with suggested changes – 4/15/08; subcommittee sent part two of their report (report is on the 'x' drive) – 8/26/08; Dr. Piper announced that he received an email from Chris Janicak stating that he is putting together four new courses for the Ph.D.; subcommittee gave their report

on part #2; after some discussion a memo will be sent to the proposer with suggested changes – 9/2/08

2. ***Level II Program Revision in HPED with two new courses HPED 658 Emergency Management for Schools and HPED 670 Advanced Seminar in Adapted Physical Education***, no subcommittee assigned – 3/18/08; no discussion – 4/1/08, 4/8/08, 4/15/08; assigned to subcommittee #2 (Scott Moore, Dawn Woodland, Nashat Zuriakat, Jamie Martin, Linda Norris) – 8/26/08; subcommittee gave their report; after some discussion a memo will be sent to the proposer with suggested changes – 9/2/08
3. ***M.A. in Spanish***, assigned to subcommittee #3 (David Piper, Mark Staszkiwicz, Matt Baumer) – 3/4/08; subcommittee report was handed out; no discussion – 3/18/08, 4/1/08; lengthy discussion – 4/8/08; after much discussion a memo will be sent to proposer with suggested changes – 4/15/08; a response will be coming to the committee in a couple of weeks – 8/26/08; no discussion 9/2/08
4. ***M.S. in Biology-Accelerated Track***, assigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/4/07; no discussion – 9/18/07; little discussion due to lack of time, will continue at the next meeting – 9/25/07; Carl Luciano, department chair, attended the meeting; there was much discussion but due to time constraint this will be continued at the next meeting – 10/2/07; after some discussion with many concerns about the program a memo will be sent to the proposer – 10/16/07; no discussion – 10/23/07, 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/4/08, 4/15/08, 8/26/08, 9/2/08
5. ***GEOG 525 Global Positioning Systems (GPS) Concepts and Techniques (new course)***, assigned to subcommittee #2 (Jim Lenze, Scott Moore, Dawn Woodland, Susan Boser, Sean Gess) – 9/18/07; no discussion – 9/25/07, 10/2/07, 10/16/07; after some discussion a memo will be sent to the proposer with suggested changes – 10/23/07; no discussion – 10/30/07, 11/13/07, 11/29/07, 1/15/08, 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08, 4/8/08, 4/15/08, 8/26/08, 9/2/08

## **Business in Progress:**

### **B) Policy Issues**

1. ***Handbook***, New Chapter – Online (Distance) Graduate Programs; lengthy discussion; LaPorte will put all the suggestions together and have another draft for the committee in the near future – 1/15/08; no discussion – 1/22/08, 2/5/08, 2/19/08, 3/4/08, 3/18/08, 4/1/08; LaPorte will have the draft ready so that it may be sent to Senate as information only – 4/8/08; draft was sent to everyone via email but no time for discussion; the draft will be sent to Senate on 4/22/08 as information only – 4/15/08; no discussion – 8/26/08, 9/2/08

