

University Wide Graduate Committee  
Minutes  
January 13, 2009

PRESENT: Matt Baumer, Margaret Hammond, Vida Irani, Jamie Martin, Scott Moore, David Myers, Linda Norris, David Piper, Dave Tiscione, Dawn Woodland

NOT PRESENT: Karen Brown, Claire Dandeneau, Mary Jane Hirt, James Lenze, Kustim Wibowo, Nashat Zuraikat

Dr. David Piper whispered the meeting to order at 3:35p.m.

Agenda items for the January 13, 2009 meeting were APPROVED

On a Martin/Woodland motion the November 18, 2008 minutes were APPROVED

ANNOUNCEMENTS:

Dr. Piper had no announcements as she was unable to speak

Dr. Baumer announced that the Academic Affairs Committee, mentioned by Dr. Intemann at the last Senate meeting, will meet on January 23<sup>rd</sup> and 24<sup>th</sup>. He stated that he and Dr. Piper have been invited to attend.

Dr. Baumer distributed the following new proposal:

ENGL 753/853 Studies in Literature as a Profession

Dr. Baumer also announced that Nashat Zuraikat will be out eight weeks on medical leave.

Dean Myers announced there are a couple of policies coming from the Chancellors' Office 1) Patent and Technology Transfer Policy; there will be training for university administrators in February and later in the semester training for faculty 2) Research Misconduct Policy.

Dr. Baumer asked Dean Myers about the information gathering for GA Assistantships; Dean Myers explained that this is a re-evaluation process. After all the information is gathered there will be changes made in the allocation of GA's but implemented slowly.

NEW BUSINESS:

Business in Progress:

A) Programs/Curricular Matters

1. 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 –

discussion a memo will be sent to the proposers with the committee's concerns – 9/23/08; no response from proposer – 9/30/08; proposer's response is forthcoming – 10/14/08; no discussion – 10/21/08, 10/28/08, 11/11/08, 11/18/08; the new provost called this in for resource issues and has not signed off yet, the department is ready to send back to committee but has to wait for the okay from the provost – 1/13/09

1. 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, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09
2. Level II Program Revision for the Department of Industrial and Labor Relations, assigned to subcommittee #2 (Scott Moore, Dawn Woodland, Jamie Martin, Linda Norris, David Tiscione) – 11/18/08; after subcommittee gave their report and having discussion about the proposal the subcommittee moved to APPROVED – 1/13/09
3. BTED 609 Innovations in ELearning (new course) from Technology Support and Training, assigned to subcommittee #1 (Claire Dandeneau-Karow, Nashat Zuraikat, Justim Wibowo, Vida Irani, Mary Jane Hirt, Margaret Hammond) – 11/18/08; everyone looked at this and after some discussion on a Moore/Irani motion this given conditional approval with the understanding that there be a few suggestions be made (i.e. BTED 609 be listed as BTED 609/COMM 609 Innovations in ELearning) – APPROVED – 1/13/09
4. ENGL 753/853 Studies in Literature as a Professor (new course) from English Department, was not assigned to a subcommittee – 1/13/09

#### 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, 9/16/08, 9/23/08, 9/30/08, 10/14/08; Dr. Lenze is on the distance education committee and reported that the committee is moving ahead; he recommended that the committee look at the document that Dr. LaPorte drafted and discuss it – 10/21/08; Dr. LaPorte's draft was put on the 'x' drive; some hard copies were passed out; did not get to discussion of this report – 10/28/08; much discussion; the chair will approach the Center for Teaching Learning and Office of Distance Learning and Continuing Education about their feelings on certification of faculty to teach distance education courses – 11/11/08; no discussion – 11/18/08, 1/13/09

2. Graduate Distance Education Review Form, Chairs will set up a meeting with Rob and John Henry about the Graduate Distance Education Review Form – 11/23/04; no discussion – 11/30/04, 12/14/04; there has been and will be more discussions with John Henry about this form 4/18/05; some discussion – 1/25/05; no discussion 8/05/2/15/05, 2/22/05, 3/15/05; David Chambers will modify the form and bring back to the committee, then take to APSCUF – 3/22/05; no discussion – 4/5/05, 4/12/05, 4/19/05, 9/20/05, 9/27/05, 10/11/05; brief discussion – 10/18/05; no discussion 11/18/05; lengthy discussion – 11/15/05; brief discussion – 11/22/05; no discussion – 11/29/05, 1/24/06, 2/7/06, 2/14/06, 2/21/06, 3/7/06, 3/21/06, 4/4/06, 4/11/06, 4/18/06, 4/25/06, 8/29/06, 9/5/06, 9/19/06, 9/26/06; announcement from Michael T. Williamson that Senay approve that the Academic Committee take on some of the UWGC’s policy issues and this would be one of them – 10/3/06; it was decided unanimously to keep this policy here with the UWGC – 10/10/06; no discussion – 10/17/06, 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 2/1/06/lengthy discussion; there were several suggestions to be added to the draft for discussion at the next meeting – 11/28/06; no discussion – 1/23/07; new form and procedures 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; no discussion 3/6/07, 3/20/07, 4/3/07; on a Woodland/Lenze motion to discuss the revised handout from Michael T. Williamson there were several changes suggested; the discussion will continue at the next meeting 4/10/07; some discussion with more suggestions for the “procedures to review an existing course for distance education delivery”; Mark Staszkievicz to forward these changes to Michael for review 1/17/07; no discussion – 4/24/07, 8/28/07, 9/4/07, 9/18/07, 9/25/07, 10/2/07, 10/16/07, 10/23/07; lengthy discussion – 10/30/07; no discussion – 11/13/07, 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, 9/16/08, 908,(e)-10(s)-5( B90

4/8/08, 4/15/08, 8/26/08, 9/2/08, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08,  
11/11/08, 11/18/08, 1/13/09

The meeting was adjourned at 5:00 p.m.