

**University Wide Graduate Committee  
Minutes  
October 28, 2008**

**PRESENT:** Matt Baumer, Karen Brown, Claire Dandeneau, Margaret Hammond, Mary Jane Hirt, Vida Irani, James Lenze, Jamie Martin, David Myers, David Piper, Natalie Plochocki, Kustim Wibowo, Nashat Zuraikat

**NOT PRESENT:** Scott Moore, Linda Norris, Dave Tiscione, Dawn Woodland

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

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

On a Zuraikat/Hirt motion the October 21, 2008 minutes were **APPROVED** as submitted.

**ANNOUNCEMENTS:**

Dr. Piper announced that there are more curricular proposals coming. He also stated that he still has not heard from the provost on a date to meet with the co-chairs.

Dr. Baumer stated that he had no announcements.

Dr. Lenze distributed the following:

1. SAFE 800: Pedagogical Practices in Safety Education (new course)
2. SAFE 808: Curriculum Evaluation in Safety Education (new course)
3. SAFE 813: Practicum in Safety Education (new course)

Dr. Lenze also stated that he has reviewed ILR's proposal and as soon as the provost signs off on it, it will be coming to the committee; hopefully before the semester is over.

[7 >>BDC -0.- 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; received a response and whole new proposal from the proposer on 9/9/08 and was put on the 'x' drive; started discussion about the response but did not have time to finish-will continue at the next meeting – 9/16/08; after lengthy 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 says response is forthcoming – 10/14/08; no discussion – 10/21/08, 10/28/08

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

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

2. ***Graduate Distance Education Review Form***, Co-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 – 1/18/05; some discussion – 1/25/05; no discussion – 2/8/05, 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 Senate may 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 – 11/21/06; 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 Mi

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, 9/16/08, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08

The meeting was adjourned at 5:05 p.m.