

**University Wide Graduate Committee
Minutes
September 8, 2009**

PRESENT: Matt Baumer, Linwu Gu, Margaret Hammond, Vida Irani, Joann Janosko, Yu-Ju Kuo, DeAnna Laverick, James Lenze, Tim Mack, Jamie Martin, Scott Moore, Linda Norris, David Piper, J.B. Smith, Laura Strong, Dave Tiscione, Dawn Woodland

NOT PRESENT: Valerie Gunter

Dr. Piper called the meeting to order at 3:36 p.m.

On a Tiscione/Norris motion the agenda was **APPROVED** as submitted.

On a Moore/Martin motion the September 1, 2009 minutes were **APPROVED** as submitted.

ANNOUNCEMENTS:

Dr. Piper had no announcements.

Dr. Baumer had no announcements.

In Dr. Lenze distributed the following:

1. International Applicants – Test Requirement, IELTS second acceptable test and lower TOEFL score
2. Dissertation/MFA Credit/Extended Credit Registration policy

Dr. Lenze formally announced that he will be leaving the position of dean's associate in December; he recommends that someone from the committee, current or former member, should consider applying for the p-13(-13(e)a77]3(e.69 0m43(e.63 0 Tnm th)20 .5(b)-3(e)1(r,)]2.47(-13(e)a77]3Tnm tn) standard/mandatory electronic thesis/dissertations requirement which would be normal at many other universities. He distributed the statistics for current students indicating that most are submitting an electronic thesis or dissertation now. This is especially true for dissertations. Dr. Mack asked the Committee to consider making at least electronic dissertations mandatory, and perhaps also thesis.

Dr. Mack indicated that he received a letter from the Eberly College of Business stating we should consider more stringent guidelines for graduate faculty. He asked if it might be possible for colleges to have more stringent guidelines for graduate faculty than the university, and also

asked the committee to consider this. He indicated that we should respond to the Eberly College of Business in some way.

Dr. Mack says that the Provost's Academic Strategic Planning process involve many of us on campus this fall, and it would be good for the Committee to be involved in this. He suggested that one way to do so would be for Committee members to be on some of the working groups to be formed this fall. This would guarantee that the views of the Committee would be heard.

Another issue that Dr. Mack would like to resolve is a mission statement for graduate education and research; the last mission statement he could find was done in 2002. He would like to form a committee and would like to have committee members join the committee or have some input into the development of a new mission statement.

Dr. Mack wants some input on revamping the website for the School of Graduate Studies and Research. He would like to put a committee together for this and if anyone is interested in being on the committee just send him an email.

NEW BUSINESS:

Business in Progress:

A) Programs/Curricular Matters

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, 2/3/09, 2/10/09, 3/10/09; proposer mentioned to Dr. Baumer that he is making the changes requested and will be getting it back to the committee before the end of this semester – 3/17/09; received response from the proposer; this was assigned to subcommittee #1 (Margaret Hammond, Mary Jane Hirt, Vida Irani, Joann Janosko, DeAnna Laverick, J.B. Smith, Nashat Zuraikat) – 3/31/09; no discussion –

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 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 Staszkiwicz to forward these changes to Michael for revision – 4/17/07; 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, 9/23/08, 9/30/08, 10/14/08, 10/21/08, 10/28/08, 11/11/08, 11/18/08, 1/13/09, there is talk about forming a subcommittee from the UWUC and the UWGC, four or five people from each committee; volunteers were asked for to be part of this subcommittee; Dawn Woodland, Scott Moore, Jamie Martin, Jim Lenze and the two co-chairs volunteered- 2/3/09; there will be a meeting on Tuesday, February 17, 2009 immediately following the UWGC meeting – 2/10/09; no discussion – 3/10/09, 3/17/09, 3/31/09, 4/7/09, 4/14/09, 9/1/09, 9/8/09

5. International Applicants – Test Requirements, distributed – 9/8/09

1. IELTS be included as second acceptable test for international students
2. TOEFL minimum acceptable score be increased to 540 (the dean is acquiring figures for current students having a score of 500-540 and how they are doing; he will share this information with the committee)

Inactive Items:

1. GEOG 525 Global Positioning Systems (GPS) Concepts and Techniques (new course), assigned to subcommittee #2 (Jim Lenze, Scott Moore, DawnWoodland, 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, 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, 2/3/09, 2/10/09, 3/10/09, 3/17/09, 3/31/09, 4/7/09, 4/14/09, 9/1/09, 9/8/09

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