Graduate Programs Committee

**Minutes of February 15, 2018**

LRC 311

3:00 - 4:30 PM

Present: M. Romero, R. Jensen, F. McCormick, M. Strahan, C. Wozniak, K. Teeter, M. Jennings, L. Eckert, C. Hart, Tianli Kilpatrick (GSA student representative), Indigo Villenueva (GSA student representative)

Absent: R. Prather

1. Approval of Agenda – Teeter/Jennings - **Approved**
2. Approval of Minutes – February 9, 2018 – Strahan/Jensen – **Approved with edits**
3. Interim Director of Graduate Education (Lisa Eckert)
   1. Thesis Credit Options
      1. Permission to Elect Form revisions – GPC reviewed a revised Permission to Elect form that was developed by L. Eckert. The document will be completed by students who are enrolling in Master’s Thesis, Education Specialist Thesis, or Master of Fine Arts Thesis. Students will complete the Permission to Elect form and file it with the Office of Graduate Education. Completion of the form takes place prior to enrolling in GD 599/699 Thesis Completion and ensures that students are informed about the regulations and preparations relating to submission of the manuscript. GPC members provided suggestions and edits for document clarification. GPC also discussed whether the document is necessary with the other changes suggested by Lisa (see items below). L. Eckert will provide further edits to the document and it will be reviewed by GPC.
      2. GD 599/699 Thesis Completion courses – Wozniak/Jensen – **Approved -** L. Eckert submitted two new course proposals for review. GD 699 thesis completion is required for graduate students who complete a thesis for a Master of Fine Arts or Educational Specialist degree and GD 599 is for graduate students who complete a thesis for a master’s degree. Students are registered for the course by the Graduate Education office once their completed thesis is uploaded to The Commons. GPC members reviewed the course proposals and provided editorial suggestions which were completed during the meeting.
      3. 599/699 “Thesis Research” courses – F. McCormick shared a listing of thesis courses from the graduate bulletin. Lisa is proposing to modify current thesis courses. Courses will be called “Thesis Research” and include grading options of Satisfactory (S) or Unsatisfactory (U). There will not be a Research in Progress (R) grade option. These changes do not include thesis courses in the Biology department. Lisa will meet with program directors potentially impacted by these changes to obtain feedback.
      4. Rubric for Excellence in Education – L. Eckert shared a new document she developed to evaluate Excellence in Education proposals. This document will be used at the March 13th GPC meeting to evaluate student proposals for the Excellence in Education awards. F. McCormick will place a spreadsheet with assignments in Share at least one-week prior to the March 13th GPC meeting.
4. Chair’s Report (Frankie McCormick)
   1. F. McCormick reported she and L. Eckert attended the February 13th EPC meeting where they discussed the impact of developing PhD programs at NMU. The Senate Executive Committee is planning a retreat to further discuss PhD programs at NMU, including the extent to which PhD programs will be offered. Frankie reported that BI 467 is on the Senate agenda for a second reading on February 20th. This course was previously approved by the GPC pending CUP approval. Frankie also reported that the SELPS – Masters of Arts in Early Childhood Education new program proposal is on the Senate agenda for a second reading on February 20th.
5. Graduate Student Association Report – T. Kilpatrick reported the GSA is doing research to determine an appropriate stipend for GSA representatives. The GSA is also attempting to recruit student members from each department to serve as members on the GSA.
6. GPC Sub-Committee Business
   1. Faculty (Members: F. McCormick, M. Romero, R. Prather)
      1. Graduate Faculty Applications – Romero/Jensen– Four applications were approved and two applications were denied. F. McCormick will contact the department heads of applicants who were denied to request additional information.

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| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Jennings | Matthew | Clinical Science | 3 | 5 | 8/1/2017 | 8/1/2022 |
| Legg | Robert | EEGS | 3 | 5 | 8/1/2017 | 8/1/2022 |
| Newgard | Vance | HHP | 1 | 1 | 8/1/2017 | 8/1/2018 |
| Pierce | David | CAPS | 2 | 2 | 8/1/2017 | 8/1/2019 |
| Savord | Andrea | Psych Sci. | 1 | 1 | 8/1/2017 | 8/1/2018 |
| Stachowicz | Nicole | Clinical Sciences | 1 | 2 | 8/1/2017 | 8/1/2019 |

* 1. Policy (Members: R. Jensen, C. Wozniak, K. Teeter)
     1. Bylaws – The bylaws were reviewed after an initial review by GPC at the February 9th meeting. Changes include the following:
* Article I 1.2.1 - Graduate student membership: Up to two graduate students can serve as student members and both shall represent the GSA instead of one student representing the GSA and the other student representing ASNMU.
* Article III 3.1 was split into sections; 3.1 and 3.2.
  + 1. Policy Manual - **Tabled**

Adjourned 4:52 pm – Strahan/Jensen

Respectfully submitted by

Melissa Romero, GPC Secretary