Graduate Programs Committee

**Minutes of January 18, 2018**

LRC 311

 3:00 - 4:30 PM

Present: M. Romero, R. Jensen, F. McCormick, R. Prather, M. Strahan, C. Wozniak, K. Teeter, M. Jennings, C. Hart, L. Eckert

Absent: None

Guests: Abigail Wyche, Department and Assistant Professor – Social Work Department

 Joe Lubig, Dean for Teacher Education and Director of Education – School of Education, Leadership, and Public Service

1. Approval of Agenda – Jensen/Prather - **Approved**
2. Approval of Minutes – December 14, 2017 – Strahan/Jensen – **Approved**
3. Interim Assistant Provost’s for Graduate Education and Research report (Lisa Eckert)
	1. Graduate Thesis Credit – L. Eckert shared a document containing a variety of potential solutions to the problem of incomplete 599 Thesis credits. A variety of solutions and options were discussed. Two options were regarded favorably by GPC members. The first option includes having students who intend to register for the Master’s Thesis course (7000), Specialist Project (7200) or Doctoral Dissertation (7300) complete a Permission to Elect form and file it with the Office of Graduate Education and Research prior to course registration. Completion of the form will ensure that students are informed about regulations relating to submission of the manuscript. The second option includes replacing the GD 593 course with a GD 599 course, entitled Thesis Completion. Students will register for this non-credit course once the thesis is approved by the Office of Graduate Education and Research. The new course, GD 599, would have to go through the approval process. GPC will revisit this topic at the February 9th meeting for further discussion.
	2. PhD. proposal guidelines - **Tabled**
4. Chair’s Report (Frankie McCormick)
	1. Workload management – Due to heavy workload, Frankie suggested adding an additional GPC meeting, which will take place on Friday February 9th in LRC #224.
	2. Revisions to operating procedures (bylaws) and policy – Frankie asked the Policy subcommittee to review the bylaws and policies for any needed revisions, updates, or clarifications and be ready to discuss them at the February 9th meeting. Alec Lindsay requested that GPC provide this information to him by March 3rd.
5. Graduate Student Association Report – No report. No student was present at the meeting.
6. GPC Sub-Committee Business
	1. Course and Programs (Members; M. Strahan, M. Jennings, C. Hart)
		1. SELPS – Masters of Arts in Early Childhood Education – Strahan/Jensen - **Approved** with edits– GPC reviewed a proposal for a new program, Masters of Arts in Early Childhood Education. This is a 31-credit, global campus program that leads to an early childhood teaching endorsement for those who hold a valid elementary or special education teaching certificate. Individuals who do not hold a valid teaching certificate in elementary of special education would not be eligible for a teaching endorsement in early childhood education but would meet employment required for leading instruction in early childhood setting. Some suggestions for edits in the proposal included the following:
* Minor editorial revisions
* Proposal item #6: include the course descriptions under the course number and title
* Proposal item #7: Specify the actual GPA requirement for admission and include that a Bachelor’s degree is required for admission
* Proposal item #18: change the word “online” to global campus”
1. Social Work – Revised MSW Proposal– Strahan/Jensen – **Approved** with edits **-** GPC reviewed a revised proposal from the Social Work department for a Masters in Social Work program. The course and programs committee members previously met with social work faculty to discuss the revisions. GPC members reviewed the proposal and other documents at the meeting and assisted with making corrections to the document(s). Revisions, suggestions, and corrections included the following:
* Course descriptions, prerequisites, and number of credits for courses were reviewed to ensure congruency between the proposal and bulletin descriptions.
* Editorial changes in the course descriptions and in the proposal.
* Minor course title revisions.
* Suggestion to include an updated library support letter.
	1. Faculty (Members: F. McCormick, M. Romero, R. Prather)
		1. Graduate Faculty Applications – Romero/Prather– **Approved**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Strutzen-berger | Gerda | HHP | 1 | 1 | 8/1/2017 | 8/1/2018 |
| Kroll | Josef | HHP | 1 | 1 | 8/1/2017 | 8/1/2018 |

* + 1. New levels of graduate faculty status/process to forward to Senate - **Tabled**

1. Policy (Members: R. Jensen, C. Wozniak, K. Teeter)
2. Proposal – Change of R-grade requirements - **Tabled**

Adjourned 5:09 pm – Strahan/Jensen

Respectfully submitted by

Melissa Romero, GPC Secretary