Graduate Programs Committee

**Minutes of September 10, 2015**

LRC 311

 3:30-5:00 PM

Present: M. Romero, R. Jensen, K. Galbreath, J. Suksi, B. Bergh, M. Strahan, F. McCormick, J.

 Howard

Absent: Asst. Provost, B. Cherry (ex-officio), M. Vroman, Sarah Johnston (student)

Guest: Madison Ngafeeson (College of Business – Computer Information Systems)

1. Approval of Agenda – Suksi/Strahan - **Approved**
2. Approval of Minutes – April 9, 2015 – Strahan/Suksi – **Approved** with edits
3. Assistant Provost’s Report (Brian Cherry) – No report (absent)
4. Chair’s Report (Kurt Galbreath) – No report. Kurt Galbreath welcomed all new and returning members of the GPC.
5. Graduate Student Association Report (Sarah Johnston) – Student absent from meeting. Email report provided. The Graduate Student Association (GSA) is currently working on several projects.
	* 1. A date has not been set yet for the Professional Development Workshop.

 Faculty volunteers are needed to assist with the workshop. Interested

 faculty should contact Sarah Johnston.

* + 1. Several graduate assistants have expressed interest in obtaining PEIF

 passes. The GSA is currently exploring this option.

* + 1. Sarah Johnston is the President of the GSA this year and Bridget Parler is

 the Vice President.

1. Graduate Faculty Applications - Jensen/Suksi - **Approved**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Department** | **Level** | **Term** | **Begins** | **Expires** |
| Barch | Jon | Psychology | Level 1 | 3 years | 08/01/15 | 08/01/18 |
| Delpier | Teresa | Nursing | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Donath | Lars | Health/Human Performance | Level 1 | 1 year | 08/01/15 | 08/01/16 |
| Farkas | Wendy | English | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Flood | Lisa | Nursing | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Ganong | Carissa | Biology | Level 2 | 1 year | 08/01/15 | 08/01/16 |
| Johnson | Michelle | Nursing | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Ludwig | Linda | Education/Ldrshp/Pub Srvc | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Neely | Joshua | Biology | Level 2 | 1 year | 08/01/15 | 08/01/16 |
| Newgard | Vance | Health/Human Performance | Level 1 | 1 year | 08/01/15 | 08/01/16 |
| Orf | Amy | Modern Lang & Lit | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Pelton Cooper | Mary | Psychology | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Rayome | David L. | College of Business | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Smit | Eileen M. | Nursing | Level 3 | 5 years | 08/01/15 | 08/01/20 |
| Thompson | Jessica | CAPS | Level 2 | 3 years | 08/01/15 | 08/01/18 |
| Wilson | Carter | Political Science | Level 3 | 5 years | 08/01/15 | 08/01/20 |

1. GPC Sub-Committee Reports

 a. Faculty (Members 2014-2015: M. Romero, R. Prather, B. Bergh)

* Discuss the process for revoking Graduate Faculty Status - **Tabled**

b. Course & Programs (Members 2014-2015: M. Strahan, J. Suksi)

1. Health Information Technology Certificate in Health Informatics - **Tabled** pending revisions. GPC members reviewed the certificate program proposal and recommended the following:
2. Assign course numbers to proposed course descriptions
3. Check with registrar to ensure that course prefixes have not been previously assigned to courses
4. Meet with Mike Strahan, library liaison, to review whether existing library resources are adequate for the certificate program
5. Provide additional information about costs, equipment, space, and supplies that may be required for a specialized laboratory that was identified in the program proposal
6. Include letters of support from outside agencies
7. Provide information in each course description that identifies how students will be evaluated

ii. Psychology request for suspension of the Training and Performance Improvement Program – Strahan/Jensen – **Approved**. The program will conclude during the 2015-2016 academic year with final termination in August 2016. A teach-out plan for the program has been established by the Department of Psychology

* + - 1. The Department of Psychology requested suspension of the Master of Science in Training and Performance Improvement program because enrollments in this program have declined along with demand in the labor market. Psychology instead wishes to focus on developing a MS program in Industrial and Organizational Psychology, which represents an area of growing demand. This represents a programmatic shift that has been anticipated by the Department of Psychology since it inherited the Training and Performance Improvement from the College of Technology and Applied Sciences in 2004.

1. Policy (Members 2014-2015: R. Jensen, K. Galbreath, M. Vroman)
2. Review GPC Bylaws – **Tabled**
3. 3.2 – process for “reviewing and evaluating existing graduate programs”

1. Unfinished Business
2. New Business
3. Meeting schedule for 2015 – 2016. All meetings will run from 4 – 5:30 pm
* October 8
* November 12
* December 10
1. EIE – review deadline and procedures – The deadline for EIE applications is February 1st at 5pm. The deadline for department head rankings is February 19th
2. Discussion: Internships as Unspecified Content Courses – **Tabled**
3. Forms for GPC policies and procedures – **Tabled**
4. GPC subcommittee assignments:
* Faculty: B. Bergh, M. Romero, J. Howard
* Course and Programs: J. Suksi, M. Strahan
* Policy: F. McCormick, M. Vroman, R. Jensen

Adjourned- 4:58 pm – Galbreath/Strahan

Respectfully submitted by

Melissa Romero, GPC Secretary