

Graduate Programs Committee
Minutes of February 11, 2021
ZOOM Meeting
3:00 - 5:00 PM

Present: M. Romero, F. McCormick, M. Jennings, M. Klett, L. Eckert, K. Teeter, D. Rowe, M. Moore, K. Smith, Josie Campos (student representative)

Absent: L. Larkin

Guests: None

1. Approval of Agenda – Moore/Klett- **Approved**
2. Approval of Minutes – January 14, 2021 – Klett/Rowe - **Approved**
3. Dean’s Report (Lisa Eckert, Dean of Graduate Education and Research) – L. Eckert reported the following:
 - a. All departments are required to submit plans of study for each graduate student after completion of 8 credits. Because the plan of study form includes information about courses taken and course substitutions, this may decrease the need to submit additional forms (course substitution, etc.).
 - b. The GA task force is working on a form that department heads will use when requesting graduate assistantships. The form will be presented at the Deans and Department Heads meeting on February 17.
 - c. Heather Pickett continues to work on recruitment and marketing. Graduate program enrollments have been trending upward.
4. Chair’s Report (Frankie McCormick) – Frankie reported the following:
 - a. PhD Proposal Update: The Rural Leadership (ROAR) and HHP Kinesiology and Exercise Science (KES) proposals were submitted the Senate Executive Committee. After review, the proposals will move to EPC. The Psychological Science proposal went through a first reading by EPC. Committee members will meet with Josh Carlson on February 15 and recommend whether or not they support funding for the program.
 - b. Senate Approvals: the following proposals were approved by the Senate: (a) MA in English program revisions; (b) MA/MS in Interdisciplinary Sciences program revisions; and (c) Graduate faculty status recommendations - these will no longer go through Senate. Instead, the recommendations will go directly from GPC to the Graduate Dean.
 - c. Proposal Review: The Masters in Outdoor Recreation and Leisure Management (ORLM), and MBA, Business Analytics program proposals are currently under

GPC subcommittee review. The Masters in Mental Performance and the Coaching of Sport proposal was sent back to the department for revisions and will likely be reviewed next year.

- d. Future Proposal Path: EPC/GPC/Senate: Frankie provided information about future pathways that will be used beginning winter semester of 2022 for new program proposal submissions. Proposals will be submitted in two parts; part 2 will be submitted after part 1 has been approved. GPC has been tasked with developing proposal submission forms for parts 1 and 2.
 - i. Part 1: Simultaneous submission to EPC and GPC (CUP) with recommendations to Senate:
 1. Rationale
 2. Brief program description with curriculum grid as outline
 3. Marketing analysis
 4. Staffing plan, required resources, budget
 5. Department head and Dean's letters – administrative support
 - ii. Part 2: By invitation – GPC recommends to Senate
 1. Part 1 attached
 2. Bulletin copy
 - Admission requirements
 - Graduation requirements
 - Course listing/credits
 3. Course proposals/syllabi
 - e. PhD Policy: Frankie is planning to provide information about PhD program policies that are being developed by the policy subcommittee at the February 23rd Senate meeting. The policy subcommittee is currently drafting the language that will be used in these policies.
 - f. Meeting Schedule: Frankie reviewed the meeting schedule with GPC members for the remainder of the academic year. Meeting dates are listed as follows: February 25, March 11 – Excellence in Education grant review, March 18, and April 8.
5. Student Representative Report (Josie Campos) – Josie reported the following:
- a. The GSA is registered formally as an organization.
 - b. A meeting will take place on February 12 to officially ratify four new core committees: (finance and budget, outreach and events, advocacy, and diversity, equity and inclusion). A small team will create bylaws for the core committees by the end of this academic year.

6. GPC Business

b. Curricular items

- i. 400 and 500 Level Courses, Rubric for Evaluation – L. Eckert shared an Excel document that she developed along with assistance from Stacy Boyer-Davis and Dan Cullen that can be used to design and evaluate 400 and 500-level courses. This document will be placed in the Graduate Program Director’s Google Share Drive. Feel free to provide Lisa with any suggestions for improvement or revisions.
- ii. Native American Studies – Course Name change – Rowe/Jennings – **Approved** – a request to change NAS 488 from Native American Service Learning Project to Native American Community Engagement was approved.
- iii. Psychological Science – PSY 592 Course Changes - A request to change the course description, prerequisite courses, and the total number of credits was reviewed. This course is no longer used in the Applied Behavior Analysis (ABA) program. The changes allow MS Psychological Science students to take the course for practicum experiences. Changes include the following:
 - Removal of prerequisite courses, PY 403, PY 503, and PY 511 from the ABA program.
 - Addition of PSY 505 and PSY 506 prerequisite courses.
 - Decrease in the total number of credits that can be repeated from 12 to 8 credits.
 - Removal of ABA language from the program description. The program description now reads “*Focus will be on providing students with experience in a professional psychology setting.*”The request was returned to the Psychology department – for additional information about how the course differs from PSY 591 Internship. Questions were also raised about whether the learning objectives in PSY 592 are measurable.
- iv. Psychological Science – ABA Program Name Change – A request to change the Master of Science in Applied Behavior Analysis to Master of Science of Psychology in Applied Behavior Analysis was reviewed. The proposed changes to the program’s title were recommended because they more clearly convey the psychological science orientation of the course sequence and allow graduates greater ability to pursue additional credentials commensurate with their training. After a discussion, the request was returned for additional information about the relevance of the name change.

- v. Biology – MS program change – Romero/Rowe – **Approved** – A request to add AIS 535 as an elective course and to change the bulletin was approved. The current bulletin description includes a list of courses approved for graduate credit in the department under “Electives”. The listing of courses will be removed and the language changed to “*choose 24-30 credits from Biology courses listed in the Graduate Bulletin.*”
- vi. Business – MBA program changes – A request to make changes to MBA program degree requirements and credit hours was approved. The curriculum changes will more effectively prepare graduates for professional management careers with a data analytics focus. The program changes will also allow students to complete their degree in one academic year. Changes to the program include the following:
- Eliminate behavioral and quantitative categories, with a shift of courses from those categories to electives.
 - Reduce the number of credits for graduation from 36 to 30.
 - Move BUS 560 Quantitative Decision Making from a quantitative course to a required core course.
- GPC provided the following revisions:
- Minor edits to the bulletin copy.
 - Clarification - contents of the portfolio assignment.
 - Clarification - how often BUS 595 can be repeated.
- The revised proposal will be forwarded to the Carol Johnson at the College of Business and if approved, the proposal will be returned to GPC for an e-vote.
- vii. Business MBA Program – New course proposal – Klett/Moore – **Approved** - A new course proposal was approved for BUS 535 Sustainable Business Strategies.
- viii. English – MFA in Creative Writing - changes to degree requirements – Romero/Teeter – **Approved** – a request to add pedagogy, literacy, and linguistics classes as options in place of a second literature seminar was approved. Students have expressed interest in having greater program flexibility.
- ix. Social Work – MSW change in admission requirements and course changes – Jennings/Romero – **Approved** – A program revision proposal to change admission requirements, rename two courses, and move two offerings to different semesters was reviewed. Admission requirements were changed to ensure consistency across program options and to meet accreditation standards. Name changes for two

courses included removing the word “Clinical” in the title to more accurately represent content within those courses. Program changes include the following:

- Change SW 511 Clinical Methods with Individuals to SW 511 Direct Practice Methods with Individuals.
 - Change SW 512 Clinical Methods with Couples, Families, and Groups to Direct Practice Methods with Couples, Families, and Groups.
 - SW 612 Advanced Clinical Methods with Families and Groups – Change in prerequisite and sequence in the curriculum.
 - SW 613 Psychopathology – Change in sequence in the curriculum.
 - Changes in admission requirements/standards.
- x. Clinical Sciences, Clinical Molecular Diagnostics - Teeter/Romero – **Approved** with minor edits – A program name change, course changes, and a request to add AIS 535 was approved. Program changes include the following:
- Change the program name from Clinical Molecular Genetics to Clinical Molecular Diagnostics.
 - Add AIS 535 to the curriculum.
 - CLS 543 Molecular Diagnostics in Identify Testing – increase from 2 to 3 credit hours
 - CLS 580 – change the course name from Project in Molecular Genetics to Project in Molecular Diagnostics
 - CLS 599 – change the course name from Thesis in Clinical Molecular Genetics to Thesis in Clinical Molecular Diagnostics.
- xi. New Course: CLS 510 Core Concepts in Clinical Sciences - Klett/Teeter – **Approved** – The course provides fundamental knowledge required to be successful in the Master’s program and was developed to provide greater support to middle and high school educators. This course was taught as a special topics course in the Fall of 2020 and resulted from a \$34,000 grant received from the Blue Cross Blue Shield (BCBS) of Michigan Foundation. The grant is a pilot program investigating a strategy to increase awareness and opportunities within the clinical sciences.
- xii. New Certificate Program: Clinical Molecular Diagnostics Graduate Certificate - Teeter/Rowe – **Approved** with minor edits. A request for a new certificate program in Clinical Molecular Diagnostics was approved. The program is an on-line, 8-course, 24-credit graduate

certificate focused on molecular diagnostic tools used in establishing human identity, typing human tissue for transplant, identification of microbial pathogens, and molecular identification of human cancers for diagnostic and prognostic purposes. The certificate can be obtained in one calendar year. Credits earned in this certificate program may be transferred into the Masters in Clinical Molecular Diagnostics. The program was designed as an option for medical school students to take coursework to supplement their medical school experience. The coursework in the graduate certificate is primarily a re-packaging of courses that are currently offered in the Clinical Molecular Genetics (soon to be Clinical Molecular Diagnostics) Master's degree program.

- b. Policy (M. Jennings, Chair; L. Eckert, L. Larkin, and D. Rowe)
 - i. Excellence in Education Rubric – The rubric was reviewed and no changes are needed.

Adjourned 5:12 pm – Moore/Jennings

Respectfully submitted by
Melissa Romero, GPC Secretary