

Graduate Programs Committee  
**Minutes of January 20, 2022**  
ZOOM Meeting  
3:00 - 5:00 PM

Present: M. Romero, M. Jennings, M. Klett, K. Teeter, D. Rowe, M. Moore, K. Smith, L. Eckert

Absent: M. Strahan, S. Carlson

Guests: None

1. Approval of Agenda – Moore/Teeter- **Approved**
2. Approval of Minutes – November 4, 2021 – Moore/Rowe – **Approved**
3. Dean’s Report (Lisa Eckert, Dean of Graduate Education and Research) – Lisa reported the following:
  - a. A new trend that was discussed at the Council of Graduate Schools Conference is to provide graduate credit for students with prior military training and experience. Lisa shared a URL from Indiana University of Pennsylvania where this policy was adopted: <https://www.iup.edu/admissions/graduate/military-credits/index.html>. Credits for prior military experience and training are already provided to students at the undergraduate level. Lisa encouraged GPC members to review the URL and to consider whether a policy could be drafted that would allow eligible graduate students at NMU to take advantage of this opportunity.
  - b. Lisa reported that GPC members and faculty need to be aware that there are discrepancies between the number of graduate student enrollments that are reported 10-days into the semester (referred to as the 10-day snap) in comparison to the actual number of graduate enrollments for the entire semester. For instance, students enrolling in courses beginning in the second eight-weeks of the semester, do not usually enroll until after the first or second week of the semester.
4. Chair’s Report (Matt Jennings) –
  - a. Matt provided updates on the status of the new program and program revision proposals. Each proposal is listed below with a status update:  
New Programs:
    - Applied Sports Psychology and Positive Coaching: Proposal revisions are expected to be received by January 21. The proposal will be reviewed by the subcommittee.
    - Math 4+1 Program: Part 1 of the proposal was received by the subcommittee and Part II has been requested. The department is proposing that junior

undergraduate students take graduate level coursework. This reflects a change that would require a new policy and approval from Josh Santiago, the Registrar. CUP has approved the program contingent upon Registrar approval. Josh Santiago will be meeting with Dale Kapla to discuss whether the new policy should be implemented. AAPC is also meeting to discuss the issue and to provide recommendations. See curricular item b. i. in the minutes for additional information.

Program Revisions:

- English MA Concentration Literature and the Environment: Subcommittee provided suggestions for revisions. Awaiting next submission.
  - SELPS Early Childhood Revision: Proposal is being finalized by the subcommittee. Anticipate review by GPC at the February 10 meeting.
- b. Matt reported that he has not received any new program proposals or program revisions yet but he expects to receive several. The deadline for new program proposal submissions is February 1.

5. Vice-Chair's Report (Mike Strahan)

- a. No report (absent)

6. GPC Business

- a. Graduate Faculty Items (M. Strahan, Chair; K. Teeter, M. Klett) - Graduate Faculty Status Applications – Klett/Jennings – **Approved** – 7 applications for graduate faculty status were approved.

Last Name	First Name	Department	Level	Term	Begins	Expires
Ayers	Sierra	Social Work	1	2	8/1/2021	8/1/2023
Dunn	Aimee	NAS	1	3	8/1/2021	8/1/2024
Grugin	Stephen	Music	3		8/1/2021	
Hoberg	Eric	Biology	1	3	8/1/2021	8/1/2024
Raikko	Blythe	SELPS	1	3	8/1/2021	8/1/2024
Sarjeant	Bruce	LIS	3		8/1/2021	
Smith	Travis	SELP	1	3	8/1/2021	8/1/2024

b. Curricular items

- i. Math 4 +1 – Reviewed Part I of the new program proposal. The department proposes allowing students to potentially bank up to 16 graduate credit hours while completing the undergraduate degree with the graduate courses not influencing the GPA. One graduate class is taken per semester and two graduate classes are taken in the final semester. NMU currently does not have a policy which allows undergraduate students to take and bank graduate courses prior to 12 credits before graduation. This proposal seeks to change the current policy. CUP has approved the policy pending Registrar approval and AAPC is reviewing the proposal and will provide recommendations. Josh Santiago will be meeting with Dale Kapla to discuss changes to the existing policy. GPC members discussed the pros and cons and recommends a policy change that allows undergraduate students to take graduate level courses earlier than their senior year. Graduate courses taken at the undergraduate level could be counted twice, once at the undergraduate level and then again after the student enters graduate school (similar to transfer credits). Matt Jennings will draft a letter of support from GPC for this policy change and send it to the Math Department.

c. Policy (M. Jennings, Chair; K. Smith, and D. Rowe)

- i. Discussion of 25% program change - Matt met with David Pearce, chair of CUP and Dan Cullen, Director of Institutional Accreditation and Assessment to discuss how to address new Federal Code requirements which were presented to GPC by Dan Cullen at the October meeting. The Federal Code requirements include the following: NMU needs to notify the HLC within 30 days whenever any academic programs undergo a substantive change. Specific situations in which notification needs to occur include:
- Curriculum modification by 25% or more (change in any of the following: competencies, intended learning outcomes, clinicals);
  - Increases or decreases in credit hours by 25% or more;
  - Addition of a mode of delivery;
  - Creation of a customized pathway (e.g., adding program-specific credit by prior learning assessment or PLA, for a particular category of students)

Dan Cullen will be tracking programs to ensure that the HLC is notified when the 25% threshold has been met. GPC's role is to notify Dan when a number of programmatic changes have occurred. Angela Rasmussen developed a spreadsheet that includes the start dates of each program, the years during which programmatic changes occurred, and a link to all of the graduate bulletins. That information can be used to provide baseline program information and to track programs moving forward.

- ii. Additional curricular items to be addressed by the policy subcommittee:
  - a. Revisit PhD policy document that was returned in 2021 from the Academic Senate.
  - b. Develop guidelines or a policy that regulates course substitution offerings by departments.
  - c. Review discrepancies regarding the number of credits in which students can receive grades below a B, which depends on the number of credits hours in their program.

Adjourned 4:17 pm – Klett/Moore

Respectfully submitted by Melissa Romero, GPC Secretary