Graduate Policy and Curriculum Committee

August 21st, 2019

HS 1105

12:30PM

Minutes

Voting Members Present: Doug Moodie, Reza Parizi, Meng Han (Proxy), Stacy Delacruz, Yi Jin, M.A. Karim, Bill Bailey, Cherilyn McLester, Rene McClatchey, LeeAnn Lands, Charity Butcher, Heather Scott, Debbie Smith

Voting Members Absent: Ameen Farooq, Pavan Meadati, Tridib Banyopadhyay, Susan Smith, Marina Koether

Meeting called to order at 12:38.

Agenda - Business Meeting
1. Introduction of new and returning GPCC members.
2. Curriculum updates: presented by Pam Cole. Reason for meeting is to share two topics and consider voting on them in the next meeting. These documents (Expedited Review, Ratio Tables and Credit Hours Policy) should be voted on next time GPCC meets.   These are recommendations from working groups. For Expedited Review, the chairs and deans don't vote, but give feedback. GPCC will make recommendation to Senate, who is making recommendation to Provost. What are some of the simpler things that don't impact other colleges? [References yellow column in Expedited Review Process]. Butcher: do we think it's more efficient to have a chair just write a letter? How does the letter get into Curriculog? Cole: the other thing that might delay is waiting on another person. This might make it a little faster. Bailey: I'm not inclined to add steps. I would think our chair would more quickly approve in Curriculog than write a letter. Cole: the chairs have concept – this is their recommendation. If the chairs approved, there would have to be 10 forms (one for each college). Butcher: I like the department committee as a step. What should be happening is that the chair consults with the originator. Nowak: this presents the appearance that the chair is originating the change. Cole: it's easier to work in small departments than large. Butcher: we're talking about really simple changes and the chair would already be consulted. I think this process will be longer. Cole: straw vote. How many like yellow column, how many like to put steps back in? Hayes: it helps more to talk about the intention. Obviously, it's to speed things up. Coles: I was trying to keep things separate. Hayes: Nowak pointed out that faculty decision, chair is administrative step. Nowak: we identified 85% of workload for both committees consisted of these small changes. Clerical changes. The recommendation was an expedited workflow process. This will be the first agenda item at our next meeting. Moodie: I like the yellow option because it's vague enough for flexibility. It may be that it comes from the chair because she notices a numbering issue.   Cole: what makes this difficult is that faculty have responsibility for curriculum and chairs have responsibility for department and curriculum.   Let's look at some examples. These don't

have an impact on other programs or resources. We can't talk about GenEd because there's about to be a revision. [Discusses examples]. Dishman: concern about title changes that cross lanes. Coles: what about prefixes? Moodie: if you're changing your prefix, are you moving the department? Cole: no. Departments may have multiple prefixes. Butcher: example – conflict management became its own school and wanted a consistent prefix. [ITEC rep] - trying to change a course to EDSM. We also have example of faculty moving from CSM (math) to BCoE. Cole: grade mode? Hayes: number of hours? Jones: those could have implications for overall program hours. Coles: we might need to sit tight on that. Dishman: reminder that you have elections that also must be done. Cole: if you could look at the "Change to Existing Programs", send me feedback. If you look at the ratio tables, send me feedback. This table has more implications for undergraduate than graduate. They had situations last year that weren't consistent. So, we need these to be approved. [ITEC rep] One thing we experienced last year, in the system, there's an issue. There's not a setting where you can pause and talk with someone. Cole: let's have that as a side conversation. Nowak: please get opinion from your faculty.

3. Election of Chair. Presented by Nowak. You are here as representatives of the university, not your colleges. We're electing someone from the graduate faculty. Thank you for your service on the committee. [Explains the role of the EC, reviewing agenda for GPCC, graduate faculty applications, etc]. **Moodie: nominate self. Delacruz: nominate Cherilyn McLester. Bailey: nominate Doug Moodie. Moodie: withdrawn.** McLester: I've been on the EC but also seen how much work it is. It's been unofficially talked about having a co-chair. Nowak: we could designate a vice-chair. **Bailey: move to close. McLester: second. Vote: approved.**

4. Election of Executive Committee. Presented by McLester. **Open nominations for EC. Karim self nominates. Moodie: self nominate.** Dishman: this body is the core of the people review GRA apps, control admission to the graduate faculty. It's a lot of work, but here you see shared governance. You control millions of dollars of funding. Cole: I remember being young faculty member. This is a step towards administration. **Jones: point of order. Need to vote on associate chair first. Butcher: motion to elect associate chair. Bailey: second. approved. Moodie: nominate Delacruz for vice chair. Second: Butcher. Delacuz accepts. Approved. McLester: close nominations for EC. Butcher: motion to accept these two memebers. Smith: second. Motion to approve. Approved.** Dishman: make sure you have majority of voting members. **McLester: we will vote and be clear. Raise hands. [13 hands]**. Karim and Moodie are two members at large.

5. Election of Secretary. Presented by Nowak: if we want to call for a new person, it is the call of this committee. Dishman: in the past, we've requested that you record the meeting so that a member can still participate. We can do that. Bailey: I think recording is a great idea. **Motion to record all meetings – both Executive and general GPCC meeting. Scott: second. 13 votes. 2 opposed. No abstain. Approved.**

6. Election of representative for Adult Learning Committee. Dishman: this was formed at time of consolidation. To provide guidance on a priori learning assessment, CLEP, etc. At the time, we wanted to ensure we had representation. Most of the orientation was towards undergraduate initiatives. It's an interesting body and may be more active. Bailey: they

meet 5 times a year. **McLester: any nominations?** Dishman: if there's no one from graduate, then they'll say graduate didn't want to participate. So, we should find a member. Gregory: I'm already on that committee.   **Moodie: move this next meeting. Butcher: second. 12 hands. Approved.**

7. **Motion to adjourn: Butcher. McLatchey: second. Approved.**