

# UNIVERSITY GRADUATE CURRICULUM COMMITTEE & GRADUATE COUNCIL MEETING

April 26, 2019

3:00 PM, Charles Hunter

## MINUTES

### APPROVED 9/5/2019

**Attendees:** John Allred, Robin Boneck, Jeb Branin (for Cynthia Kimball Davis), Kim Craft, Mark DeBeliso, Thomas Herb, Katya Konkle, Selwyn Layton, Steve Meredith, Rachel Parker, Tony Pellegrini, Angela Pool-Funai, Jonathan Roberts (for Roger LaMarca), James Sage, Nathan Slaughter, Lisa Swanson

**Guests:** Jennifer Hunter

**Not Present:** Matt Barton, Ken Hall, India McDougale, CSIA Representative

## UNIVERSITY GRADUATE CURRICULUM COMMITTEE

### 00 Call to Order

- A. Approval of March 1, 2019, minutes
  - Voting
    1. Motion to approve: Mark DeBeliso
    2. Second: Tony Pellegrini
    3. **Approved unanimously**

### 01 Course Modifications

- A. See tables below for items.
- B. Voting
  - Motion to bundle and approve all course modifications: Mark DeBeliso
  - Second: Jeb Branin

- Discussion:
  - Mirror changes approved at UCC level to ANLY 6100 and add MATH 1100 as an “or” option.
- **Approved unanimously**

## BUS

Course	Credits	Change(s) Requested	Implementation	Notes/Action
ANLY 6100 Data Analytics I	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Change to “MATH 1040 and (MATH 1100 or MATH 1210 or ECON 2500)”</li> </ul>	2019-2020 General Catalog	Approved with changes

## COEHD

Course	Credits	Change(s) Requested	Implementation	Notes/Action
AT 6230 Clinical Instruction III - Lower Extremity	2	<ul style="list-style-type: none"> <li>• <b>Credit Hours:</b> Change to 3</li> <li>• <b>Contact Hours:</b> Change to 3</li> </ul>	2019-2020 General Catalog	Approved
AT 6240 Clinical Instruction IV - Upper Extremity	2	<ul style="list-style-type: none"> <li>• <b>Credit Hours:</b> Change to 3</li> <li>• <b>Contact Hours:</b> Change to 3</li> </ul>	2019-2020 General Catalog	Approved
AT 6250 Clinical Instruction V - Therapeutic Modalities	2	<ul style="list-style-type: none"> <li>• <b>Credit Hours:</b> Change to 3</li> <li>• <b>Contact Hours:</b> Change to 3</li> </ul>	2019-2020 General Catalog	Approved

## SIEL

Course	Credits	Change(s) Requested	Implementation	Notes/Action
INDS 5055 Assessment in E-Learning	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Remove all</li> </ul>	2019-2020 General Catalog	Approved
INDS 5501 Synchronous Delivery	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Remove all</li> </ul>	2019-2020 General Catalog	Approved
INDS 5502 Asynchronous Delivery	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Remove all</li> </ul>	2019-2020 General Catalog	Approved
INDS 5511 Strategic Leadership	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Remove all</li> </ul>	2019-2020 General Catalog	Approved
INDS 5512 Leadership Coaching Strategies	3	<ul style="list-style-type: none"> <li>• <b>Prerequisites:</b> Remove all</li> </ul>	2019-2020 General Catalog	Approved

INDS 6055 Assessment in E-Learning	3	● <b>Prerequisites:</b> Remove all	2019-2020 General Catalog	<b>Approved</b>
INDS 6501 Develop Interpersonal Strategies	3	● <b>Prerequisites:</b> Remove all	2019-2020 General Catalog	<b>Approved</b>
INDS 6502 Develop Microburst Training	3	● <b>Prerequisites:</b> Remove all	2019-2020 General Catalog	<b>Approved</b>
INDS 6511 Strategic Leadership	3	● <b>Prerequisites:</b> Remove all	2019-2020 General Catalog	<b>Approved</b>
INDS 6512 Leadership Coaching Strategies	3	● <b>Prerequisites:</b> Remove all	2019-2020 General Catalog	<b>Approved</b>

## 02 Course Deletions

- A. See table below for items.
- B. Voting
  - Motion to approve all course deletions: Kim Craft
  - Second: Robin Boneck
  - **Approved unanimously**

## COEHD

Course	Credits	Req./Elec.?	Implementation	Notes/Action
AT 6200 Athletic Training Practicum	4	Required	2019-2020 General Catalog	<b>Approved</b>

## 03 New Prefix Proposals

- n/a

## 04 New Course Proposals

- A. See tables below for items.
- B. Voting
  - Motion to bundle and approve all new course proposals: Mark DeBeliso

- Second: Jeb Branin
- Discussion:
  - Make ANLY 6900 the prerequisite for ANLY 6901. Major-only restrictions are enrollment considerations, not prerequisites, but verbiage can still exist in the prerequisite field restricting to majors only. Making just ANLY 6900 the prerequisite will suffice.
  - Q: If a course lists a prerequisite and the student is currently enrolled in the prerequisite, are they not able to enroll for the next course before grades are finalized? (A: Banner assumes success in the prerequisite course, so students can enroll in upcoming courses. The issue arises when departments need to check that the prerequisite has been successfully completed and drop students if necessary.)
- **Approved unanimously**

## BUS

Course	Credits	Implementation	Notes/Action
ANLY 6901 Capstone Project Continuation	1	2019-2020 General Catalog	Approved with changes

## COEHD

Course	Credits	Implementation	Notes/Action
AT 6560 Care and Management of Emergent Conditions	2	2019-2020 General Catalog	Approved

## SIEL

Course	Credits	Implementation	Notes/Action
IELP 5830 Readings and Conferences	1-3	2019-2020 General Catalog	Approved
INDS 6520 Experiential Learning Landscapes	3	2019-2020 General Catalog	Approved
INDS 6521 Dimensions of xLearning	3	2019-2020 General Catalog	Approved
INDS 6522 Brain-Based Learning Application	3	2019-2020 General Catalog	Approved
INDS 6641 Quality Innovation and Systems Thinking	3	2019-2020 General Catalog	Approved

INDS 6642 Strategic Thinking and Lean Management	3	2019-2020 General Catalog	Approved
INDS 6830 Readings and Conferences	1-3	2019-2020 General Catalog	Approved
INDS 6920 Workshops/Study Abroad	1-3	2019-2020 General Catalog	Approved

## PVA

Course	Credits	Implementation	Notes/Action
MUSC 6610 Audio for Interactive Entertainment	2	2019-2020 General Catalog	Approved
MUSC 6630 Music for Interactive Entertainment	2	2019-2020 General Catalog	Approved

## 05 Program Modifications

- A. See tables below for items.
- B. Voting
  - Motion to bundle and approve all program modifications: Nathan Slaughter
  - Second: Mark DeBeliso
  - Discussion:
    - The MIS core does not need to be written out in the “Program Summary” section; delete from proposed changes.
    - MIS is adding two new Learning Blocks in Deming Quality Management and Brain-Based Learning for students who want more options in their degree. There may be opportunities there for connection across other curriculum, including aviation, electives in other graduate programs, etc.
  - **Approved unanimously**

## COEHD

Program	Change(s) Requested	Implementation	Notes/Action
Master of Athletic Training (MAT)	<ul style="list-style-type: none"> <li>• Remove AT 6200</li> <li>• Add AT 6560</li> <li>• Adjust credit totals, increase overall credits</li> </ul>	2019-2020 General Catalog	Approved

## SIEL

Program	Change(s) Requested	Implementation	Notes/Action
Master of Interdisciplinary Studies (MIS)	<ul style="list-style-type: none"> <li>• Add new learning block in “Brain-Based Learning”</li> <li>• Add new learning block in “Deming Quality Management”</li> <li>• Update the Business Administration learning block</li> </ul>	2019-2020 General Catalog	Approved
Online Teaching (Certificate)	<ul style="list-style-type: none"> <li>• Remove GOSC 6052</li> <li>• Reduce overall credits</li> </ul>	2019-2020 General Catalog	

## PVA

Program	Change(s) Requested	Implementation	Notes/Action
Master of Music in Music Technology - Studio Technology Emphasis (MM)	<ul style="list-style-type: none"> <li>• Change name of program to “Studio and Game Audio Technology Emphasis”</li> <li>• Divide emphasis courses into two clusters (Studio Technology and Interactive Entertainment Technology)</li> <li>• Add MUSC 6610 and MUSC 6630</li> </ul>	2019-2020 General Catalog	Approved

## 06 R401s / New Program Proposals

- A. See table below for items.
- B. Voting
  - Motion to bundle and approve all course modifications: Tony Pellegrini
  - Second: Nathan Slaughter
  - Discussion:
    - This emphasis is designed for international students who need a degree that is more theoretical than practical in teaching.
    - Q: Will this be an overlap with the MPA’s higher education emphasis? (A: No, it is K-12 driven.)
  - **Approved unanimously**

College/School Requesting	Program Type	Program Name	Total Credits
COEHD	Emphasis (Master)	Master of Education - Educational Foundations and Policy Emphasis (M.Ed.) <b>Approved</b>	36

## 07 Curriculum Action Items

- COEHD: Change minimum grade for required M.Ed. courses to “B” (electives may count as “B-”)
  - Voting:
    - Motion to approve: Tony Pellegrini
    - Second: Angela Pool-Funai
    - Discussion:
      - This came via catalog edits and needs to be approved by UGCC. The department would like to have all required/core courses be a minimum of “B,” so any program that does not allow choice in their courses (such as LEAD, ESL, SPED) would need to be completed with all “B” grades. The programs that have electives (the “pure” M.Ed.) would allow those electives to be completed with a “B-” or better.
    - **Approved unanimously**

## 08 Curriculum Discussion Items

- n/a

## 09 Curriculum Information Items

- SIEL: Change course number of PILT 6005 Introduction to Aviation to PILT 6000 Introduction to Aviation (follow-up from previous approval)

# GRADUATE COUNCIL

## 10 Announcements

- Associate Deans' Council met and discussed the possibility of taking over curriculum approval duties from the UUCC and UGCC. The ADC is open to the option as most of them have duties with curriculum in their colleges/schools. There would still be a Graduate Council to discuss everything not related to curriculum.
  - This was proposed because UUCC is mostly populated by associate deans and it would be a way to increase efficiency and limit the number of different meetings. A Faculty Senate representative would still be needed, but only one instead of two separate ones for UUCC and UGCC.
  - Curriculum could still be discussed as needed at Graduate Council but would free up time to discuss other matters.
  - Q: This is university-level curriculum? Would there still be department and college level? (A: Yes, those would still exist. There would still be shared governance in the curriculum process, just a shift in who approves it at the university level. Guests would still be invited to come to explain any curriculum changes or new proposals.)

## 11 Working Group Committees Updates

- Student Success & Retention
  - Met one time; James still needs to follow up.
- Policy Review
  - Met twice; still a work in progress. Do not currently have any policies to bring to the Graduate Council.
- Finance & Budgeting
  - Ken Hall will seek out a differential tuition meeting with university budget/administration personnel.

## 12 Graduate Council Discussion Items

- We are looking at a process for slush fund disbursement after the first allocation to individual programs is made.
  - Phase I: Base allocation based on whatever formula is approved. James still wants to lobby for Communication & Arts Administration funding coming from elsewhere, as they support University-wide functions.
  - Phase II: Get any new program to a base \$10k, as well as get any program under \$10k up to that minimum.
  - Phase III: Additional requests for whatever remains.
    - There could be three rounds to submit requests: March 1, April 1, May 1 deadlines.



- Approvals could be just James, Finance & Budget working group, or other combination that would make a recommendation to Graduate Council for final approval.
  - After May 1, as requests come in, James could work with Lisa to allocate as needed.
- James is looking for input on who would review, how would proposals be ranked, when would reviews happen, what is a strong vs. weak proposal, etc.
  - Q: Are we anticipating that there would be some programs who do not use all of their original allocation and would give some money back? (A: Yes, it could happen. These programs would not be penalized and would keep their original allocation base amount for the next year.)
  - Q: Would the Finance & Budget working group be appropriate avenue to give it an ongoing purpose? (A: That was the informal model in mind. We would want to formalize how the group is populated [elections, term limits, etc.] as it may be a popular service position. We could do that in a policy revision.)
- We still have leftover funding this year. How do we make sure requests that come in this summer are allocated? We could have a temporary stopgap measure for this year and still deliberate on how best to move forward.
- Grad Council could combine Phase I & II into just one step; funding would come out of reserves and not affect distribution to other programs (i.e. not affect their piece of the pie). There is a consensus of “YES” among group regarding the minimum of \$10k in graduate student waiver funding.
- How would Grad Council distribute remaining reserved money?
  - Quantitative vs qualitative metrics
  - What is priority for programs? (e.g., diversifying student body)
    - Q: How do we know if a student is a diversity candidate? (A: Their application lists ethnicity.)
  - Q: Do we have a firm answer on out-of-state online only regarding waiver eligibility? (A: They are not eligible as they already have a tuition discount.)
  - We will hopefully be getting more clarification on terminology differences in tuition waivers vs. scholarships, etc., from Budget Office.
  - We will not need an application for base allocation, only for additional funds if sought.
  - Q: Could there be a fall deadline/opportunity for registration in September/October? (A: We could maybe only award 75% of total reserve in spring and save 25% for fall allocation.)
  - This would all take effect next year/summer 2020.
- With the upcoming change to the academic calendar, program directors may want to think about how to split waivers over three semesters.

- Q: If OPM marketing is driving enrollment, would we still need waivers? If OPM is taking half of the income, would our allocation go down due to decreased tuition income? (A: Formula is based off of gross revenue, not net. Gross would be before OPM takes its cut.)
- Voting:
  - Motion to bring all programs to minimum \$10k from reserves starting 19-20 academic year: Tony Pellegrini; second: Rachel Parker; **approved unanimously**
  - Motion to provide brief proposal (100 words) to James (with Lisa collaborating), with some parameters, for 19-20 academic year: Kim Craft; second: Rachel Parker; **approved unanimously**
- Lisa will send an updated allocation amount to program directors.
- Steve Meredith will be taking a one-year leave of absence for academic year 19-20 and will be replaced by Dan Anderegg.

**Meeting adjourned at 3:51 PM**