University Graduate Programs Committee/University Graduate Council
August 14, 2019
Meeting Minutes

Present: Adam Bradford, GPC Chair, A&L; Susan Bulfin, Nursing; Marianne Porter, Science; Paul Peluso, UGC Chair; Christopher Beetle, Science; Clifford Brown, A&L; Ali Danesh, Education; Mihaela Cardei, Engineering; Arthur Sementelli, CDSI; Dawn Frood, Library; Sunghae Ress, Library;

Others Present: Nancy Condemi, Graduate College; Liana Smith, Graduate College; Robert Stackman, Graduate College; Darren Pikul, GPSA; Bridget Smith, Medicine; Brian Hodge, Registrar; Cheryl Wollner, A&L, Emily Donovan, A&L; Charlie Gleek, A&L;

Absent: Manny Gonzalez, CDSI; Valentine Aalo, Engineering; Andrew Oleinikov, Medicine; Education; Stephen Charbonneau, A&L; Anita Pennathur, Business; Sabrina Sembiante, Education; Mahyar Shirazi, Medicine; David Newman, Nursing;

I.   Meeting called to order by GPC Chair, Adam Bradford at 2:03 pm.
II.   Introductions and election for UGC Chair
    a. Paul Peluso was nominated and unanimously approved
III. The minutes from the last GPC meeting on March 20, 2019 and UGC meeting on March 27, 2019 were unanimously approved.
IV.   Brief announcements and discussions:
    a. Graduate College Dean's Report:
    b. Dean Stackman introduced himself as the new Graduate College Dean and informed the group his goals for the Graduate College:
        i. Align the Graduate College mission and efforts with the other colleges
        ii. Shared goals and better communication
        iii. Data and reporting to colleges to better support students enrollment and progress in which the colleges will have access to
            1. Began in the summer
            2. Live data from Banner
            3. Will share more information with the colleges
            4. Liana is to connect Dr. Peluso with a contact for accurate reporting
            5. Brian Hodge suggested IEA attend GPC/UGC to explain data and reporting in depth
    c. Graduate student health care and stipends discussion with the Provost:
        i. Currently in limbo regarding the budget
        ii. Remains a priority for the Provost
    d. Open House is September 19, 2019
        i. Flyers have been handed out to each college
    e. Art Sementelli brought up the TOEFL/IELTS minimum score requirement for the Graduate College being lower than that at the undergraduate level

        f. To be discussed at a later time

V. Paul Peluso discussed the following:
- a. Streamlining a process in order for the Senate/Steering meetings to spend less time on curriculum changes and more time on policy changes
    - i. Handed out the Procedure for Approving Graduate Program Catalog Changes from 2012 in which he pointed out that the GPC and UGC has not been utilizing "Level II" changes that are able to be approved by GPC and UGC and go straight to the Registrar's office
    - ii. Chris Beetle added that the goal was to have more consent items on the agenda and less action items
- b. Concern on the way GRA, GTA and GAs are being classified and where the money should come
    - i. GRAs at risk of losing assistantships, therefore program is at risk
    - ii. Chris Beetle suggested viewing the data on the GAs, GRAs and GTAs and funded graduate research and where the money comes from
    - iii. Dr. Stackman added that there is currently no good date on graduate students and how they are classified but are currently requesting that information
    - iv. Paul wants to be proactive and make sure PhD students are supported and the language and categorization of students is being considered in regards to budget reshuffling
    - v. Chris suggested coming up with a criteria of GRAs, GTAs and Gas to categorize and set targets
    - vi. Paul intends on bringing up this topic at the next UGC meeting on September 11, 2019.
- c. Suggested having a set agenda for UGC on issues they like to focus on while inviting students for discussion and feedback

VI. Chris Beetle introduced the topic of syllabus requirements for New Course Proposals
- a. Possibly streamlining a proposal from steering that would state that the syllabus does not need to be full and can act as a rough outline
- b. Paul raised the question if UGC is responsible for compliance and requested a clear statement of the responsibilities of the GPC and UGC
- c. Adam concluded the discussion announcing the bylaws may need to be looked into and then discuss further

VII. The below items/curriculum proposals were reviewed:

VIII. New Curriculum Proposals for August 14, 2019

Curriculum Document Type	Title	College (Department)	Credit	Action
Reviewers by College: CDSI, Nursing				
Course Change	ANG6001- Professional Development	A&L	N/A	A

Course Change	ANG6034- Seminar Anthropological Theory 1	A&L	3	A
Course Change	ANG6084- Seminar Anthropological Theory 2	A&L	N/A	A
Course Change	ANG6490- Seminar Cultural Anthropology 1	A&L	3	A
Course Change	ANG6587- Seminar Biological Anthropology 1	A&L	3	AC (changes made)
New Course	ANG6094- Proposal Development and Writing	A&L	3	A
New Course	ANG6199- Research Methods in Archaeology	A&L	3	A
New Course	ANG6492- Research Methods Sociocultural Anthropology	A&L	3	A
New Course	ANG6536- Research Methods in Bioarchaeology	A&L	3	A
Program Change	MA Anthropology	A&L	N/A	A
Reviewers by College: Library, Science				
Program Change	BA/MS Criminal Justice Combined Degree Program	CDSI	N/A	A
Reviewers by College: A&L, Education				
*Course Change	EEL5291- Smart Grid	Engineering	3	A
Program Change	Energy Resilience Graduate Certificate	Engineering	N/A	A
Program Change	BS-MS; BS-PhD Programs	Engineering	N/A	A
*Program Change	Master of Science in Information Technology and Management	Engineering	N/A	A
*Program Change	MS Computer Science, Electrical Engineering and Computer Engineering Thesis and Non-Thesis Options	Engineering	N/A	A
*Program Change	Big Data Analytics Graduate Certificate	Engineering	N/A	A
*Program Change	Cyber Security Graduate Certificate	Engineering	N/A	A
Reviewers by College: Science, Nursing				
Program Change	Master of Science Biomedical Science	Medicine	N/A	T
Reviewers by College: Engineering, Medicine				
*Program Change	Psychiatric Mental Health Nurse Practitioner Concentration	Nursing	N/A	A

A: Approved, AC: Approved with changes, T: Tabled
Approved by the Catalog Revision Committee (CRC)

Additional Discussion Items	
Title	**Department**
Graduate Certificate Programs	Graduate College

A&L
  i.   The Course Change Request for ANG6001- Professional Development was approved unanimously by the committee.
 ii.   The Course Change Request for ANG6034- Seminar Anthropological Theory 1 was approved unanimously by the committee.
iii.   The Course Change Request for ANG6084- Seminar Anthropological Theory 2 was approved unanimously by the committee.
 iv.   The Course Change Request for ANG6490- Seminar Cultural Anthropology 1 was approved unanimously by the committee.
  v.   The Course Change Request for ANG6587- Seminar Biological Anthropology 1 was approved unanimously by the committee contingent upon adding the CAPS Statement to the syllabus and removing one of the Academic Integrity policies.
 vi.   The New Course Proposal for ANG6094- Proposal Development and Writing was approved unanimously by the committee.
vii.   The New Course Proposal for ANG6199- Research Methods in Archaeology was approved unanimously by the committee.
viii.   The New Course Proposal for ANG6492- Research Methods Sociocultural Anthropology was approved unanimously by the committee.
 ix.   The New Course Proposal for ANG6536- Research Methods in Bioarchaeology was approved unanimously by the committee.
  x.   The Program Change Request for MA Anthropology was approved unanimously by the committee.

CDSI
  i.   The Program Change Request for BA/MS Criminal Justice Combined Degree Program was unanimously approved by the committee.

Engineering
  i.   The Course Change Request for EEL5291- Smart Grid was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.
 ii.   The Program Change Request for Energy Resilience Graduate Certificate was unanimously approved by the committee.
iii.   The Program Change Request for BS-MS; BS-PhD Programs was unanimously approved by the committee.

iv.   The Program Change Request for Master of Science in Information Technology and Management was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

v.   The Program Change Request for MS Computer Science, Electrical Engineering and Computer Engineering Thesis and Non-Thesis Options was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

vi.   The Program Change Request for Big Data Analytics Graduate Certificate was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

vii.   The Program Change Request for Cyber Security Graduate Certificate was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

Medicine
i.   The Program Change Request for Master of Science Biomedical Science was tabled by the committee based on the following changes: moving Thesis Related Research to the core section of the curriculum table and changing the credit requirement to 9-12.

Nursing
i.   The Program Change Request for Psychiatric Mental Health Nurse Practitioner Concentration was unanimously approved by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

XII.   Liana Smith discussed the last item on the agenda under Other Items to Discuss, *Graduate Certificate Programs*
    a. Goal of this policy is to provide support to track students in Graduate Certificate program and centralize graduate certificate programs
      i. Currently only the conferral of graduate certificates is tracked
      ii. No way of tracking students currently in programs
    b. Chris Beetled suggested we postpone the discussion until next UGC meeting to give ample time for members of GPC and UGC to review the policy and provide feedback

XIII.   All agenda items recommended by the GPC were unanimously approved by UGC to move forward to the Steering meeting on August 29, 2019.

XIV.   Meeting adjourned by UGC Chair, Paul Peluso and GPC Chair, Adam Bradford, at 4:05 p.m.

The next Graduate Programs Committee meeting is September 4, 2019