

Graduate Course and Program Review Committee
September 25, 2019
Minutes

Present: Chad Baker, Jason Baker, Robyn Davis, James Dell, Oliver Dreon, Marc Felizzi, Leslie Gates, Laura Granruth, Adam Grumbling, Aileen Hower, Kelly Kuhns, Lucie Lehr, Richard Mehrenberg, Becky Mowrey, Susanne Nimmrichter, Nicole Pfannenstiel, Beth Powers, Theresa Russell-Loretz (guest), Scott Warner, Tyrone Washington, Charlton Wolfgang, Tiffany Wright, Sepi Yalda, Ping Yang (guest)

1. Review and Approval of Minutes:
 - a. Corrections to 3-b-vi, 4-a-ii, 4-a-iv, and 5-c-i
 - b. M. Felizzi moved. S. Warner 2nd. Approved.

2. Updates and Announcements:
 - a. Reminder of Grad Studies Open Houses

- i. Keep max enrolled to 16. Maybe add a rationale.
 - ii. Learning outcomes are weak. Better wording would be completing research rather than conducting. Complete an applied research project vs. conduct research. Understanding and critique of research instead of doing research.
 - iii. There is no research prerequisite, but quantitative and qualitative methods are mentioned in the course description.
 - iv. It would be helpful if coordinators shared learning outcomes from their research courses with T. Russell-Loretz. EDFN 601 is a good model.
 - v. A stronger proposal will set a research course precedent.
 - vi. This is not a capstone course.
 - vii. Student academic/research experience will be varied so the language is ambiguous on purpose.
 - viii. This course proposal will be resubmitted.
 - h. Revised Course Number: COMM 510 to COMM 610 - Communication in Organizations
 - i. This is a course number change and DL format addition.
 - ii. R. Mehrenberg moved. T. Washington 2nd. Approved.
 - i. New Course Proposal: SCCN 525 - Introduction to Professional School Counseling
 - i. An introductory course for early in curriculum. For advanced undergrad students as well who may be interested in school counseling.
 - ii. It is designed in accordance with CACREP.
 - iii. B. Mowrey moved. B. Powers 2nd. Approved.
4. Graduate Curriculum and Policy Proposals :
- a. Revised Course Number & Title, DL Proposal: ENGL 610 - The British Novel of The 19th Century
 - i. It is the first grad CAP proposal -
 - ii. A revision to the course number, title and DL added.
 - iii. The agenda mistakenly listed the course as ENGL 620.
 - iv. Language is ambiguous on purpose.
 - v. It was recommended to keep the instructor requirement generic.
 - vi. O. Dreon moved. L. Granruth 2nd. Approved
 - b. CAP access
 - i. The steps to access the list of proposals were reviewed.
 - ii. The table of proposals can be sorted. U/G proposals can be filtered out.
 - iii. Coordinators can sign up for notifications.
 - iv. Proposals go to the campus community first for 14 days for open review.
 - v. Minor changes will not need area curriculum review.
 - vi. The GCPRC agenda will notify you on what you need to review for that meeting.
5. Old Business:
- a. Administrative Support in Grad Admissions
 - i. The subcommittee's draft letter to the Provost was distributed.
 - ii. The letter will be sent from the coordinators, not GCPRC.

- iii. Three areas addressed in the letter: Dean, staffing and funding.
- iv. Revisions to the letter continue. Send your edits to T. Wright.
- v. Student help is not the right solution for the staffing issue.
- vi. Some restructuring in CGSAL is already under consideration.
- vii. Marketing resources will be available to the programs.
- viii. A GCPRC meeting is desired be added to the President's Listening Tour.