2011-2012 Faculty Committee on Graduate Education, Continuing Education, and Special Programs

Annual Committee Report

Committee Members: David Desplaces (Marketing and Supply Chain Management), Merissa Ferrara (Communication), Myra Seaman (English), Brooke van Horn (Chemistry), and Silvia Rodríguez Sabater, Chair (Hispanic Studies).

Ex-Officio: Cathy Boyd (Registrar) and Amy McCandless (Dean of the Graduate School).

Regular Attendees: Julie Dahl (Student Records Data Manager), Lynne Ford (Associate Provost for Curriculum and Academic Administration), Dave Owens (Associate Dean of the Graduate School), and Regina Semko (Assistant to the Dean).

I. Committee Work
During the 2011-2012 academic year, the Committee on Graduate Education, Continuing Education and Special Education Programs discussed and passed:

- A proposal for new policies for non-credit courses and programs,
- Ten proposals for new graduate courses,
- One proposal to change a graduate program,
- Three proposals to change a graduate course,
- Seven course deletions,
- A motion to add the provost or designee as ex-officio members of the committee,
- A proposal to terminate a track or concentration.

The Committee also discussed:

- The Bachelors of Professional Studies,
- The modification of the existing Master of Public Administration.

Finally, the committee also created:

- New graduate curriculum forms.

A summary of the committee’s tasks completed during each meeting is provided in the following section.

II. Tasks Completed

1. September 9, 2011
The committee reviewed and passed the following proposals to change the title of a graduate course:

- EDEE 510: Introduction to Early Childhood Education, Field Experience I.
- EDEE 636: Field Experience II in Early Childhood Education
- MTLA 702

The committee also discussed the need to revise the graduate curriculum forms after the undergraduate curriculum forms had been revised during the summer.
2. September 30, 2011
The committee discussed and passed new proposal forms.

3. October 28, 2011
The committee reviewed and passed four MBAD New Course Proposals:
- MBAD 530: Principles of Revenue Management in Hospitality
- MBAD 531: Forecasting and Business Analytics in Hospitality
- MBAD 532: Channel Management Strategies in Hospitality
- MBAD 560: Special Topics

The committee reviewed and gave feedback on the Bachelor of Professional Studies.

The committee also discussed a change to the policies for non-credit programs in regards to the procedure to establish a non-credit course/program.

The committee reviewed and passed seven course deletion proposals in the Master of Science in Accountancy:
- ACCT 513: Financial Statement Analysis
- ACCT 551: Corporate Transactional Data Management
- ACCT 552: Quantitative Analysis for Accountants
- ACCT 553: Advanced Corporate Transactional Data Management
- ACCT 554: Advanced Quantitative Analysis for Accountants
- ACCT 555: Information Technology Governance and Infrastructure Lifecycle Management
- ACCT 556: Protection of Information Assets

Three new course proposals in the Master of Science in Accountancy:
- ACCT 599: Contemporary Accounting Issues
- ACCT 570: European Origins of Modern Accountancy
- ACCT 575: European Financial Markets

The committee passed a motion to add the Provost or designee and the Director of Continuing Education to the committee as ex-officio members.

The committee also discussed the changes of the existing Master of Public Administration.

The committee reviewed and passed a change to the graduate program in Communication and three new course proposals:
- COMM 500: Introduction to Graduate Studies in Communication
- COMM 514: Social Media
- COMM 680: Seminar in Rhetoric

The committee approved via email:
7. April 24, 2012
The current committee chair held a meeting to explain committee tasks and responsibilities to members of the new committee, as well as to identify a committee chair and secretary for the 2012-2013 academic year. It was decided that Brooke Van Horn (Chemistry) would serve as committee chair, and Valerie Frazier (English) as secretary.

III. Committee Leadership
The 2011-2012 committee was led by Chair, Silvia Rodriguez Sabater (Hispanic Studies) and Secretary, Myra Seaman (English). Other contributing members of the committee included David Desplaces (Marketing and Supply Chain Management), Merissa Ferrara (Communication), and Brooke Van Horn (Chemistry).

The 2012-2013 Committee on Graduate Education, Continuing Education and Special Programs will consist of five members, one returning member and new Chair: Brooke van Horn (Chemistry), and four new members: Michael England (Math), new secretary Valerie Frazier (English), Mary Blake Jones (Teacher Education) and Robert Westerfelhaus (Communication).