2012-2013 Faculty Committee on Graduate Education, Continuing Education and Special Programs

Annual Committee Report

Committee members: Michael England (Math), Valerie Frazier, Secretary (English), Mary Blake Jones (Teacher Education), Brooke Van Horn, Chair (Chemistry), and Robert Westerfelhaus (Communication)

Non-voting Ex-Officio Members: Amy McCandless (Dean of the Graduate School), Cathy Boyd (Registrar), Alice Hamilton (Director of Center of Continuing Education and Professional Development, as of January 31st, 2013 meeting)

Regular Attendees: Penny Brunner (Interim Associate Vice President, Office of Institutional Effectiveness and Planning), Julie Dahl (Student Records Data Manager), Lynne Ford (Associate Provost for Curriculum and Academic Administration and representative for Provost’s office), Dave Owens (Associate Dean of the Graduate School), Regina Semko (Assistant to the Dean of the Graduate School)

I. Committee Work

In the 2012-2013 academic year, the Faculty Committee on Graduate Education, Continuing Education, and Special Programs addressed, discussed and passed the following items:

- A new motion to add a graduate student member (non-voting) to the committee
- Eight proposals for new graduate courses
- Thirteen proposals to change graduate courses
- Nine proposals to delete graduate courses
- Five proposals to cross-list graduate courses
- Nine proposals to change graduate programs, including deletions of programs, certificates, “concentrations” or “tracks”

The Committee members also spent time learning about and discussing:

- Academic Affairs policy #14 regarding the graduate assistant payment process
- Drafted changes to CHE policies and procedures for new academic programs and centers, program modifications, and program terminations
- The need for another round of updated curriculum forms (to be potentially tackled by the 2013-2014 committee members) – to better match those being used by the undergraduate curriculum committee while still reflecting the nuances of graduate programs and courses
- A formal revision of the graduate curriculum review process and timeline – to better streamline the process and involve the Provost’s office, Academic Affairs, and the Registrar prior to forwarding of the completed proposal to the committee members

II. Tasks Completed (by meeting date)

1. September 6th, 2012

The committee discussed and passed two change of graduate program proposals:

a. Change of TEDU Certificate in Gifted and Talented Education – deletion of a concentration of three content area courses (9 hours) at middle and secondary levels as a means to mirror state certification requirements
b. Change in MAT in Special Education - Deletion of EDFS 500 – Non-violent Crisis Intervention – as a required course since material is covered elsewhere in curriculum

In this meeting, the committee also learned about (1) the Academic Affairs policy #14 regarding the graduate assistant payment process and (2) a draft of the CHE policies and procedures for new academic programs and centers, program modifications, and program terminations

2. October 4th, 2012
The committee members heard and approved (with some amendments/adjustments) four proposals from the Accountancy program, including two change of graduate program proposals (both informally used as advising tools rather than true “programs”):

a. Establishment of the International Track
b. Elimination of the Generalist Track

along with two change of graduate course proposals:

a. Change in title and course description for ACCT 500 – Accounting Theory
b. Change in course description to ACCT 599 – Contemporary Accounting Issues

The members were also asked to consider, discuss, and gather feedback from colleagues on a new motion to add a graduate student member. Much discussion was had regarding the voting vs. non-voting status of the potential student member and the group decided a vote on the motion (or amendments to the motion) would be considered at a later date.

3. November 1st, 2012
The committee had many proposals to examine prior to this meeting but it was quickly decided (based upon the quality of the proposals in hand and the representation of (or lack thereof) departments/programs at the meeting that only the change of graduate course proposals from the MS in Computing and Information Sciences would be considered. All seven proposals were discussed and approved (with some amendments) at the meeting, including:

a. CSIS 612 – Advanced Computer Architecture
b. CSIS 614 – Advanced Operating Systems
c. CSIS 618 – Programming Languages
d. CSIS 632 – Data Communications and Networking
e. CSIS 638 – Advanced Topics in Database Systems
f. CSIS 657 – Embedded Systems Design
g. CSIS 674 – Introduction to Computer Graphics

4. November 29th, 2012
During this meeting, the committee heard and approved a change of graduate program proposal with the required cross-list proposal to accommodate the changes needed from the MAT – Special Education program. These requests were made to help better serve the faculty, students, and resources in the programs.

a. EDFS 428/EDFS 741 – Educational Procedures for Students with Learning Disabilities
It was also during this meeting that substantial discussion was had regarding the motion to add a graduate student member to the committee. After an initial motion decline for a voting member, the committee amended the motion to have the new graduate student member be non-voting and the motion passed unanimously. The amended motion was to be passed to the ByLaws Committee of the Faculty Senate after final review by the Graduate Committee members in one of the next Spring 2013 meetings.

Only one item of new business was addressed at this meeting. Specifically, the committee approved a change of graduate program proposal to delete a CSIS certificate program that was underutilized.

   a. Termination of the SOC (service-oriented computing) certificate - (not supported with students after creation by the local industry for which it was created)

6. February 28th, 2013
Many proposals were considered by the committee members at the February 2013 meeting:

New Graduate Course Proposals
   a. COMM 520 – Communication Campaigns
   b. COMM 530 – Race, Gender, Class and Media
   c. COMM 540 – Uses and Effects of Media
   d. COMM 690 – Communication Pedagogy
   e. CSIS 641 – Advanced Cybersecurity
   f. MATH 540 – Statistical Learning I (with cross-list form for 440)
   g. MATH 541 – Statistical Learning II (with cross-list form for 441)

Change Graduate Course Proposals
   a. COMM 584 – OLD: Contemporary Problems in Communication Ethics / NEW: Ethics in Communication
   b. COMM 680 – change program to allow students to choose one of three (680/681/682) vs. than current choose one of two (680/681)
   c. COMM – Pre-requisite cleanup – one page list of courses (with COMM 500 or 510 added to most courses on the list)
   d. CSIS – Delete Courses from requirements or electives – PMGT 651, 652, 653 to be deleted as electives

Change of Graduate Program Proposals
   a. CSIS - Add new Track – Cybersecurity (four courses, three offered + one new)
   b. Cross-list MATH 540 – Statistical Learning I (with MATH 440)
   c. Cross-list MATH 541 – Statistical Learning II (with MATH 441)
   d. Cross-list EDFS 687 – Introduction to Educational Technology (with EDFS 326)

Deletion of Graduate Courses – nine different courses at once for catalog clean-up
   e. COMM 507, 521, 524, 525, 535, 538, 549, 594, 698

All proposals were approved, some with minor changes and others requiring more major revisions that received formal approval via e-mail after the meeting. The committee also said goodbye to
Regina Semko and thanked her for all of her service as she would be retiring before the start of our next meeting in April.

7. April 4th, 2013
During this meeting, the committee approved with minor revisions the following proposals:

New Graduate Course Proposals
   a. EVSS 669 – Advanced GIS: Environmental and Hazards Modeling

Change of Graduate Program Proposals
   a. Cross-list EVSS 669 – Advanced GIS: Environmental and Hazards Modeling with GEOL 469
   b. Delete EDEE 664 as requirement and replace with EDEE 690 in the MAT – Early Childhood Education Program
   c. Delete MBAD 500 as a requirement and replace with MBAD 520

The committee members were thanked for all of their hard work and service for the 2012-2013 academic year, noting that only two of the voting members would be returning for 2013-2014.

8. May 2nd, 2013
The 2012-2013 committee chair called a meeting of the new 2013-2014 committee members to:

1) discuss the charge of the committee and clarify its duties
2) and to allow for the selection of the new committee chair and committee secretary for the 2013-2014 academic year.

The 2013-2014 committee decided that Jon Hakkila would serve as committee chair, receiving any assistance from the committee members as needed to meet the Graduate Council and Faculty Senate reporting obligations, while Valerie Frazier (one of only two returning members) would retain her role as the committee secretary.

III. Committee Leadership
The 2012-2013 committee was represented in membership by Brooke A. Van Horn (Chair, Chemistry and Biochemistry) and Valerie Frazier (Secretary, English) along with Michael England (Mathematics), Mary Blake Jones (Teacher Education), and Robert Westerfelhaus (Communication).

The 2013-2014 committee will contain five voting members, with two returning members, Valerie Fraizer (English) and Mary Blake Jones (Teacher Education) and three new members, JoAnn Ewalt (Political Science), Jon Hakkila (Physics and Astronomy), and Lee Namjin (Communication). Jon Hakkila agreed to serve as Chair while Valerie Fraizer will remain the committee secretary.

Submitted by Brooke A. Van Horn, August 13th, 2013