2018-2019 Graduate Curriculum Committee
Agenda
April 5, 2019

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication), Adem Ali (Geology)

Ex-Officio: Jon Hakklia (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Judy Millesen (MPA), Laura Turner (MAT Performing Arts), Ron Magnuson (MBA)

A. Call to Order
B. Approval of minutes from March 8 and March 12, 2019
C. Introduce New Members
D. MAT Performing Arts Admission Changes
   https://cofc.curriculog.com/proposal:1597/form
E. MBA Admission Changes
   https://cofc.curriculog.com/proposal:1348/form
F. For the Good of the Order: Executive MPA Format
G. Electing secretary and chair for 2019-2020
H. Adjournment.
Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Adem Ali (Geology)

Ex-Officio: Jon Hakklia (Graduate School), Robyn Olejniczak (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Grant Gilmore (CPAD), Judy Millesen (PUBA), Laura Turner (MAT Performing Arts), Lucy Davis (MES)

A. Call to Order. 2:07pm

Sandy Slater noted that both sets of meeting minutes will be approved at the next meeting (April 5).

B. Environmental and Sustainability Studies, M.S. and Public Administration, M.P.A. Concurrent Master's Degree Program - MS-ENSS-MPA-PUBA

1. The MPA program is proposing a total credit hour change from 39 hours to 33 hours. As a result, PUBA 603 has been removed from the MPA core. This means we need to delete PUBA 603 from the concurrent program and replace that requirement with an elective.

   Additionally, when the program was originally conceived, concurrent students were expected to complete the thesis as a core requirement and the PUBA internship as an elective. Unfortunately, it was inadvertently listed in the catalog as thesis OR internship. The thesis should be a core requirement and the internship should be an elective.

   https://cofc.curriculog.com/proposal:1092/form

2. The proposal calls for eliminating one core course from the curriculum (explained in #4 below) and reducing the number of required approved electives by one course. https://cofc.curriculog.com/proposal:985/form

Sandy Slater introduced the MPA/Concurrent MES proposals.

The MPA program does not require a thesis. All students (MPA and Concurrent) have to take the Capstone.

Lucy Dain fielded questions from the group. Divya Bhati asked how the thesis and applied internship are different in terms of student learning outcomes? Lucy Dain explained the differences. Adem Ali asked if students taking the applied internship have a pre propsal defense? Lucy Dain said yes.

Sandy Slater asked how the rigor of the applied internship is shown on a transcript?

Judy Millesen commented that the public administration internship is an elective (not a requirement) as some students already have a place in the field.

John Hakkila asked about the differences between the MES internship and the MES thesis? Lucy Dain explained that the thesis is mostly completed within the College. The internship connects to the community.

Robyn Olejniczak noted that the proposal language needs to be updated in Curriculog, and also in the Catalogue. Sandy Slater and the group made the necessary language changes during the meeting.

Divya Bhati asked if courses are shared between the programs. Judy Millesen remarked that this is not a change from the current program.
3. **PUBA 550 Nonprofit Leadership and Governance**
Updating the course to reflect current trends
https://cofc.curriculog.com/proposal:1621/form

4. **PUBA 701 Public Administration Capstone**
Updating the Course to reflect current trends and the current capstone experience
https://cofc.curriculog.com/proposal:1620/form

Sandy Slater asked about the Capstone. Judy remarked that the Capstone is in lieu of a thesis, and that there had never been a thesis requirement.

Robyn Olejniczak asked about the use of the word “portfolio”? Judy Millesen remarked that she left Capstone in the proposal in case the “portfolio” is not the work product in the future.

Adem Ali asked about the prerequisite for PUBA 701. Judy Millesen explained that ideally, students would have completed all core courses. However, this is not always the reality. So students may acquire permission of the instructor instead. Judy Millesen updated the language in the Curriculog proposal to reflect this change.

Sandy Slater suggested that the committee vote on proposals 1-4 as a unit.

Kate Keeney motioned to move. Lyndsey Drager seconded. All approved.

C. **Historic Preservation and Community Planning**
1. **CPAD 690 Special Topics**
Create 1-3 credit hours for special topics course
https://cofc.curriculog.com/proposal:900/form

2. **CPAD 690**
Restrict to only 6 total credit hours for degree
https://cofc.curriculog.com/proposal:1517/form

Sandy Slater explained the two proposals. Sandy Slater asked about the variable credits. Grant Gilmore commented that there may be a special project where variable credits are necessary.

Kate Keeney motioned. Lyndsey Drager seconded. All approved.

D. **Theatre**
1. **Theatre 521 Community and Theatrical Classroom**
Crosslist with THRE 421 and Change course number
https://cofc.curriculog.com/proposal:1594/form

2. **Theatre 522 Theatre for Youth Literature**
Crosslist with THRE 322 and Change course number
https://cofc.curriculog.com/proposal:1596/form

Laura Turner, guest

Lyndsey Drager asked about cross listing with a 300 level class? No, this cannot happen. The 300 level courses are being renamed to 400 level.

Lynne Ford remarked on the difference. Cross-listed courses are equivalent. In “meets-with,” the courses are not equivalent. Divya Bhati remarked that there has to be more rigor at the graduate level. This needs to be demonstrated through student learning outcomes.

Sandy Slater suggested that the two syllabi (undergraduate and graduate) be attached to the proposal.

Robyn Olejniczak asked about cross listing and “double dipping” between undergraduate and graduate students. Those students would have to make up the credits with other courses.

Sandy Slater suggested that the committee vote on the proposal, with the assumption that the courses will come into compliance with the College’s policy. Additionally, the committee would like to see the syllabi.
All approved.

E. Performing Arts Admission Requirement (Six admission changes or deletions)
https://cofc.curriculog.com/proposal:1597/form

Divya Bhati asked if the program meets the admission policy requirements for graduate education.

Robyn Olejniczak asked on what criteria would the applicant be admitted? What are the competency requirements? Laura Turner talked about how there are a variety of students.

Robyn Olejniczak noted that admissions changes do not need Faculty Senate approval

Kate motioned to table the Admissions vote. Adem Ali seconded. All approved.

F. For the Good of the Order.

G. Adjournment. 3:25

Next meeting: April 5, 2019 (Jewish Studies Conference Room)
2018-2019 Graduate Curriculum Committee
Agenda
March 12, 2019

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication), Adem Ali (Geology)

Ex-Officio: Jon Hakkila (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Grant Gilmore (CPAD), Judy Millesen (MPA), Laura Turner (Performing Arts MAT)

A. Call to Order

B. Environmental and Sustainability Studies, M.S. and Public Administration, M.P.A. Concurrent Master's Degree Program - MS-ENSS/MPA-PUBA
1. The MPA program is proposing a total credit hour change from 39 hours to 33 hours. As a result, PUBA 603 has been removed from the MPA core. This means we need to delete PUBA 603 from the concurrent program and replace that requirement with an elective.
   Additionally, when the program was originally conceived, concurrent students were expected to complete the thesis as a core requirement and the PUBA internship as an elective. Unfortunately, it was inadvertently listed in the catalog as thesis OR internship. The thesis should be a core requirement and the internship should be an elective.
   https://cofc.curriculog.com/proposal:1092/form

2. The proposal calls for eliminating one core course from the curriculum (explained in #4 below) and reducing the number of required approved electives by one course. This curriculum change is in response to four interrelated data points and observations. 1. Complications related to degree completion. Feedback from students and alumni has consistently reflected frustration with the current 39 credit hour requirement. As currently structured, full-time students are unable to complete the MPA degree with a standard full-time course load (three courses per semester) spanning over two years without taking a course in the summer or overloading in one semester. 2. Credit hour consistency with other CofC applied programs. 3. Consistent with trends in the field Not only will the modified curriculum allow students to complete their degree in four semesters, it will provide a curricular structure that will seamlessly transfer to a nontraditional executive hybrid or online format should the program choose to offer the MPA degree in either modality in the future. 4. Reduce redundancy At the request of students who have shared concerns about repetitive and redundant content in core courses with faculty advisors, as well as in response to constructive feedback received from students on course evaluations, the MPA faculty have closely examined the content of PUBA 600 Public Sector Roles, PUBA 603 Managing Public Organizations, and PUBA 604 Managing Human Resources to determine where there is content overlap. As a result of this review, three substantive course modifications will be submitted through the Curriculog process. PUBA 600 will be renamed and restructured to include foundational information about the discipline as well as how that foundational knowledge has shaped and influenced contemporary public sector leadership and management practice. PUBA 603 will be eliminated. PUBA 604 will continue its primary focus on human resource management and include foundational knowledge relevant to managing people and volunteers in the sector.
   https://cofc.curriculog.com/proposal:985/form

3. PUBA 550 Nonprofit Leadership and Governance
Updating the course to reflect current trends
https://cofc.curriculog.com/proposal:1621/form

4. PUBA 701 Public Administration Capstone
Updating the Course to reflect current trends and the current capstone experience
https://cofc.curriculog.com/proposal:1620/form
C. Community Planning, Policy, and Design
   1. CPAD 690 Special Topics
      Create 1-3 credit hours for special topics course
      https://cofc.curriculog.com/proposal:900/form
   2. CPAD 690
      Restrict to only 6 total credit hours for degree
      https://cofc.curriculog.com/proposal:1517/form

D. MAT Performing Arts
   1. Theatre 521 Community and Theatrical Classroom
      Crosslist with THRE 421 and Change course number
      https://cofc.curriculog.com/proposal:1594/form
   2. Theatre 522 Theatre for Youth Literature
      Crosslist with THRE 322 and Change course number
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E. MAT Performing Arts Admission Requirement (Six admission changes or deletions)
   https://cofc.curriculog.com/proposal:1597/form

F. For the Good of the Order.

G. Adjournment.

   Next meeting: April 5, 2019  (Jewish Studies Conference Room)
2018-2019 Graduate Curriculum Committee
Agenda
March 8, 2019

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Adem Ali (Geology)

Ex-Officio: Jon Hakklia (Graduate School), Robyn Olejniczak (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost),

Invited: Barry Steifel (PUBA), Annette Watson (EVSS)

A. Call to Order
   3:05 meeting was called to order. Sandy Slater discussed that there needs be another meeting before next Friday. The group discussed meeting time of Tuesday March 12th at 2:00pm.

B. Approval of February Minutes
   Lindsey Drager motioned to approve the minutes with the ammendment of a name that needs to be removed from the body of the minutes. Kate Keeney seconded. All approved.

C. Public Administration, M.P.A. - MPA-PUBA
   PUBA 519: Community Planning is being proposed as a new general elective class within the program. This is the accompanying program change application so that this class can count as an elective option.
   https://cofc.curriculog.com/proposal:1251/form

   PUBA 519 Course Creation
   PUBA 519 will be a survey on the field of community planning for both urban and rural contexts, including urbanism, ruralism, sustainability and environmental planning, historic preservation, design, public art, economic (re)development, and other special/current topics related to planning and Public Administration.
   https://cofc.curriculog.com/proposal:1140/form

   Sandy Slater explained that we first need to consider and approve the course creation. Lindsey Drager motioned to approve the new course. Kate Keeney seconded. All approved.

   Lindsey Drager motioned to approve PUBA 519 as a general elective. Kate Keeney seconded. All approved. Barry Steifel asked about next steps. Sandy remarked that the next step is Graduate Council on March 15th and then the proposal will go to Faculty Senate.

D. Termination of the PUBA 4+1 (explanatory memos attached)
   A more holistic MPA program will come to the Committee at the next meeting. The 4+1 type program will be terminated. The new language is a “combined” program. Judy Millesen will work with any students that are interested in an accelerated program. No vote of the Graduate Education Committee is required. This proposal is a notification to the Committee.

E. Environmental and Sustainability Studies (add elective EVSS 595)
   We are requesting to add to the ENSS electives a course called EVSS 595: Special Topics in Environmental and Sustainability Studies. The program already has an EVSS 695: Special Topics course, but we require a vehicle to enable a special topics graduate course to "meet with" an undergraduate course. We have already sent the EVSS 595 into the curriculog system, and we were prompted to be sure to include the program change to include this course as an elective.
   https://cofc.curriculog.com/proposal:1555/form

   EVSS 595 Special Topics Course
   The EVSS program would like to create a vehicle whereby a special topics graduate course can meets with an undergraduate course. We currently have EVSS 695, but only 500-level courses could be scheduled to "meet with"
undergraduate courses. We are proposing to create this ability to work with other departments across campus to offer more specialized courses in Environmental and Sustainability Studies.  

https://cofc.curriculog.com/proposal:1117/form

EVSS 595 will meet with undergraduate students. Lindsey Drager asked about the difference between “cross-list” and “meets with.” “Meets with” is more flexible. Cross listed courses must be the same for graduate and undergraduate students. Graduate students will have a separate syllabus from undergraduate students in EVSS 595. Kate Keeney motioned to create the EVSS 595 Special Topics Course. Adem Ali seconded. All approved.

Lindsey Drager motioned to make EVSS 595 Special Topics an elective course. Adem Ali seconded. All approved.

F. Business Administration (GPA Admission Change)  
https://cofc.curriculog.com/proposal:1348/form

This proposal has been withdrawn. Sandy Slater will reject the proposal in curriculog.

G. MAT Admission Changes

We are seeking to revise the admission requirements for the Early Childhood Education and Elementary Education M.A.T. programs. The choice of the Praxis Core in addition to the G.R.E is purposeful. Praxis Core measures academic skills in reading, writing and mathematics. This test is designed to provide a comprehensive assessment of the skills and content knowledge of candidates entering teacher preparation programs. It is used nationwide by teacher education programs at the undergraduate and graduate levels.  

https://cofc.curriculog.com/proposal:1124/form

Sandy Slater read an email from M.A.T. that explained the proposed admission changes. Adem Ali asked why the G.R.E. was eliminated from the admissions standards previously. Godfrey Gibbison explained that for some students, the Praxis was not complete. Others were anxious about taking the GRE. This proposal provides a middle position where either the Praxis Core or G.R.E. would be acceptable.

Kate Keeney motioned to approve the M.A.T. admission changes. All approved.

H. Discussion: Certificate for Institutional Research  
https://cofc.curriculog.com/proposal:1376/form

Sandy Slater introduced the certificate that would begin Fall 2020 if approved. Jim Posey could not be here because he had an emergency. Sandy Slater commented on a few items for discussion.

One concern is the reliance on adjunct faculty. Sandy Slater asked if someone from Statistics or a Quantitative researcher could assist with the development of the curriculum?

Godfrey Gibbison explained that there is a National Association for Institutional Research. People in this group mostly have either a PhD in higher education, or they are mathematicians and have done more assessment work. An Institutional Research certificate gives those from other disciplines knowledge of higher educaiton. For example, models for enrollment planning, financial aid, etc.

Sandy Slater asked about potentially two tracks. Higher education would be one and an organization or business focus could be another. Do people know that IR is related to higher education only? There may be potential interest/demand for a second group of professionals; a market for potential enrollment.

The program would be fully online.

Kate Keeney asked where the certificate would live. Godfrey Gibbison responded that there are six academic schools, the Honors College, Professional Studies, and the Graduate School. So the certificate would be under the Graduate School (not the North Campus).

Sandy Slater remarked that the proposal is originated by someone who will also approve. None of the people working on this have faculty status. Godfrey Gibbison agreed and commented on this quirk.
Sandy Slater requested development of the two track option program. Also, she requested that the certificate be grounded in academic departments to add expertise and specialization. Sandy Slater commented that the syllabi need more of a balance. For each class, what departments might have a vested interest? Sandy Slater suggested doing this work together with James Posey. It would be helpful to have letters from faculty who have contributed to the syllabi.

Kate Keeney asked about adjunct oversight. For example, Professional Studies has a staff person who coordinates and oversees this currently. Godfrey Gibbison remarked that over 60% of the credit hours of the first year programs are delivered by adjuncts. Robyn Olejniczak similarly asked, who would be the Program Director? Godfrey Gibbison noted that many IR certificates live in Higher Education programs, but we do not have that at CofC. Another option would be for someone to be hired in the School of Education. Then this person would be teaching and doing administrative work.

The principle of adjunct labor is concerning. From a budgetary standpoint, it would be very low cost. The Budget Committee agrees as well.

I. For the Good of the Order.

J. Adjournment. 4:20pm

   Next meeting is March 12 at 2:00pm

   Next meeting: April 5, 2019  (Jewish Studies Conference Room)
2018-2019 Graduate Curriculum Committee
Agenda
March 8, 2019

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication), Adem Ali (Geology)

Ex-Officio: Jon Hakkila (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Barry Steifel (PUBA), Annette Watson (EVSS), Ron Magnuson (MBA), James Posey (Institutional Research), Kelley White (Early Childhood MAT)

A. Call to Order

B. Approval of February Minutes

C. Public Administration, M.P.A.
PUBA 519: Community Planning is being proposed as a new elective class within the program. This is the accompanying program change application so that this class can count as an elective option.
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PUBA 519 Course Creation
PUBA 519 will be a survey on the field of community planning for both urban and rural contexts, including urbanism, ruralism, sustainability and environmental planning, historic preservation, design, public art, economic (re)development, and other special/current topics related to planning and Public Administration. This course will give students a grounding on two sides of Public Administration related to community planning, with the first looking at more top-down/bureaucratic community planning and the other at grassroots/bottom-up community planning. I believe that being familiar with both is essential because there are some things that bureaucracies can do that grassroots can’t, and vice-versa. When they work together, more robust outcomes can be achieved in community planning.
https://cofc.curriculog.com/proposal:1140/form

D. Termination of the URST-PUBA 4+1 (explanatory memos attached)

E. Environmental and Sustainability Studies (add elective EVSS 595)
We are requesting to add to the ENSS electives a course called EVSS 595: Special Topics in Environmental and Sustainability Studies. The program already has an EVSS 695: Special Topics course, but we require a vehicle to enable a special topics graduate course to "meet with" an undergraduate course. We have already sent the EVSS 595 into the curriculog system, and we were prompted to be sure to include the program change to include this course as an elective.
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EVSS 595 Special Topics Course
The EVSS program would like to create a vehicle whereby a special topics graduate course can be cross-listed with an undergraduate course. We currently have EVSS 695, but only 500-level courses could be scheduled to "meet with" undergraduate courses. We are proposing to create this ability to work with other departments across campus to offer more specialized courses in Environmental and Sustainability Studies.
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F. Business Administration (GPA Admission Change)
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G. MAT Admission Changes

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https://cofc.curriculog.com/proposal:1124/form

H. Discussion: Certificate for Institutional Research

https://cofc.curriculog.com/proposal:1376/form

I. For the Good of the Order.

J. Adjournment.

Next meeting: April 5, 2019  (Jewish Studies Conference Room)
Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication), Adem Ali (Geology)

Ex-Officio: Jon Hakklia (Graduate School), Robyn Olejniczak (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Mary Bergstrom (Registrar), Franklin Czwazka (Registrar), Jerry Mackeldon (Registrar),

Invited: Renee McCauley (CSIS), Tracey Hunter-Doniger (EDEE), Anne Gutshall (EDEE), Emily Beck (ESOL), Shawn Morrison (LALE), Craig Plante (MBIO)

A. Call to Order

B. Approval of January Minutes
Lindsey Drager motioned to approve the minutes. Amanda Ruth-McSwain seconded. All approved.

C. Computer Science
CSIS Course Creation and Elective Change
(1) Add the new course (currently being proposed) CSIS 670 as a general elective for students in any of the specializations.
(2) Add CSIS 632 as an Computer Science elective for the Computer Science specialization.
https://cofc.curriculog.com/proposal:1123/form
Renee McCauley stated that CSIS 632 would become an elective for Computer Science. Computer Science has four specializations. There is less interest in the core theoretical courses; it is less applied than the other specializations. Godfrey Gibbison mentioned that if there were to be a future PhD in Computer Science, then these theoretical courses would be required as well.

Renee McCauley (CSIS) discussed the proposed changes. Sandy Slater asked for any questions/discussion. Amanda Ruth-McSwain moved to approve. Lindsey Drager seconded. All approved.

CSIS 670 Developing Mobile Applications (new course)
https://cofc.curriculog.com/proposal:1113/form
Kate Keeney motioned to approve. Lindsey Drager seconded. All approved.

D. Elementary Education MA/MAT
EDEE 590 (field course drop)
The proposed Accelerated Elementary MAT program of study will move from two stand alone field courses to a single course that will fulfill the required hours by the state in order to expedite students' completion of the program.
https://cofc.curriculog.com/proposal:1389/form
Sandy Slater introduced the two proposals and asked for an explanation of field courses. Tracey Hunter-Doniger (EDEE) and Anne Gutshall (EDEE) responded. EDEE 590 (field course drop) means that an existing half day practicum will be dropped from the program. The remaining day-long field course will continue and meets the state requirements. This change fits within larger changes of shortening the program to 13 months. In this shortened format, students will have summer courses, a Fall semester with a practicum (time in schools), and they will continue with the same school in the Spring semester for their student teaching experience.

Sandy Slater asked about the mechanisms to oversee the field course. John Hakklia asked Tracey Hunter-Doniger and Anne Gutshall to review the overall program changes. The major differences with the new format are summer courses and 15 credit hour semesters. Tracey Hunter-Doniger and Anne Gutshall explained that those who want to be teachers want to get into the classroom quickly. It is nice to have students taking courses while being in the classroom at the same time.
John Hakkila asked if undergraduates will be taking the MAT courses. EDEE faculty noted that this is similar to a “national teacher residency” model. In the future, undergraduates will not be in this program.

Sandy Slater asked about the length of the program. Does the proposal need to be changed from 12-13 months? Lynne Ford responded that the language of 12 months is an internal document.

Lindsey Drager asked about the makeup of potential students these students. Beginning the program in early June (June 4) is very soon after matriculation for those coming straight from an undergraduate degree. Will people even know that they are on track to graduate? EDEE faculty responded about interested students who came to a recent information session. Many people already have bachelor’s degrees. Lynne Ford remarked that compressing the time to completion is not a curriculum change. It is just a scheduling change. Amanda Ruth-McSwain made a motion to approve. Adam Ali seconded. All approved.

**Elementary Education MAT Admission Changes**

The current program of study for candidates in the Elementary MAT program takes two years to complete and had multiple entry points. The program is being reformatted to an accelerated schedule with a single entry point. Specifically: The application deadline is March 1; There is only one cohort each year. This cohort starts in Summer I. No new students will start in fall or spring; The program is arranged so that students will still get the clinical hours they need, and demonstrate how.

https://cofc.curriculog.com/proposal:1400/form

Sandy Slater introduced and applauded the admission changes. Amanda Ruth McSwain asked about defining “deficiencies” as part of the application process that required “additional required coursework.” How would students make up deficiencies if they were found? The committee and EDEE faculty reviewed the existing admissions language. Sandy Slater eliminated the language about additional coursework and deficiencies in the proposal. Robyn Olejniczak asked if the GRE is allowed in addition to the Praxis because currently it is not. EDEE faculty said that both the Praxis and the GRE will be accepted. Sandy Slater made this change in the proposal.

Kate Keeney motioned to approve. Lindsey Drager seconded. All approved.

**E. English to Speakers of Other Languages I Graduate Certificate - ESO1**

Add LALE 601 Applied Linguistics

We are seeking approval to add LALE 601 “Applied Linguistics” (3 credit hours) to the course requirements for the ESOL Graduate Certificate Program. The add-on certification process for the state currently requires 15 credit hours of coursework, including a course in linguistics. Our ESOL Certificate program currently includes 12 credit hours and is missing the linguistic course component. By requiring LALE 601 as part of the ESOL Certificate Program, we can confirm that the program fulfills the state curriculum guidelines for add-on ESOL teacher certification.

https://cofc.curriculog.com/proposal:1434/form

Add EDFS 674 Linguistics for ESOL Teachers for Elective in M.Ed.

We are seeking approval to add EDFS 674, “Linguistics for ESOL Teachers,” to the list of approved electives for the M.Ed in languages.

https://cofc.curriculog.com/proposal:1416/form

Sandy Slater asked about the core material and overlap because there were no syllabi with the proposals. Emily Beck (LALE) responded that Applied Linguistics is about first and second language learning. The course for ESOL teachers is specific for teachers working with children and teaching language. Anne Gutshall remarked that the state requires 15 hours of curriculum. The current program has only 12 credit hours. The addition of LALE 601 will allow the program to meet the new requirements. Godfrey Gibbison remarked that a student could have either course to meet the fulfillments of the certificate.

Amanda Ruth McSwain made a motion to approve. Adam Ali seconded. All approved.

**F. Marine Biology, M.S.**

**Course Additions to Elective Requirements**

1. Add 4 core courses (BIOL 600, 601, 610, 611) to electives list. In 2017 core course requirements were changed from all 4 to "3 of 4." Currently if students take all 4, which is common, the fourth doesn't count for anything until petition is approved (this was an unintended consequence of the core change).

2. Add BIOL 650 (Seminar in Marine Biology) to electives list. Following the core course requirement change, our elective requirement went from 7 credits (typically a 4-credit organismal course plus another 3-4 credit elective) to 11. In 2017 we also removed the requirement for an organismal course elective, which are all 4-credit courses. Students now often find themselves short of 11 credits after taking 3 elective courses. Taking an extra BIOL 650 seminar provides relevant material as well as a good way to make up small (1-2) credit gaps. (This change was requested by the Assoc. Provost to avoid more petitions).
3. Add BIOL 690 (Independent Study) as an alternative to the BIOL 650 (Seminar in Marine Biology) seminar requirement. We normally can only offer one BIOL 650 seminar each semester and it is often the case that the subject matter does not match some students' research interests and/or thesis training needs. The BIOL 690 option (which can be 1 credit) can provide a more useful alternative for students. All these past (core and organismal elective) and proposed curricular changes are in response to our 2014 external review, which made strong recommendations for increased curricular flexibility.
https://cofc.curriculog.com/proposal:1357/form

Add note to Catalog about Electives
In 2017 the Graduate Program in Marine Biology (GPMB) removed the requirement for an “organismal” elective course (as one of two required elective courses). When this decision was made within the program it was done so with the understanding that a note would be included in the catalog to define “organismal course” and encourage students to take one such course as per the discretion of their thesis committee. The Graduate Curriculum warned that this was essentially advising but agreed that it could be included as a note in the Graduate Catalog. However, when the next catalog including removal of the organismal course requirement came out the note had been removed. This proposal would add back that note. The justification of need is that the GPMB faculty is large and diverse (about 130, incl. ~90 adjuncts that do not work for the College) such that effectively and consistently advising students on this matter is unrealistic unless it is in the catalog.
https://cofc.curriculog.com/proposal:1366/form

Craig Plante (MBIO) explained that both proposals relate to two historical items. Both of these changes had unintended consequences. Adam Ali asked if there is another course that would be better than the 1 credit independent study. Craig Plante responded that 690 is a variable credit course. The proposal allows students flexibility to focus on their interests. Robyn Olejniczak asked if they need to allow for more than 6 independent study hours. Craig Plante said not yet.

Amanda Ruth McSwain motioned to approve. Lindsey Drager seconded. All approved.

Regarding the second proposal, the MBIO faculty would like to add a note about the organismal course as a recommendation, but not a requirement. The Registrar says that “notes” are not allowed. Lynne Ford overrode this decision. Sandy Slater and the Registrar’s Office are concerned about setting a precedent. Kate Keeney commented that the “note” may be confusing for students. Godfrey Gibbison asked for an explanation of why the requirement was taken out. Craig Plante stated that the objective with the change is flexibility. External reviewers also remarked in 2014 about the need for greater flexibility. Adam Ali said that others could have a similar issue down the road. Lindsey Drager and Amanda Ruth-McSwain said that this is an extraordinary exception.

Sandy Slater noted that if this is passed, it should not ever be an option for additional programs. This is an exception that was made by the Associate Provost. Sandy Slater mentioned that there could be potential problems down the road, but that the request supports the needs of the department now.

Sandy Slater called for a vote. 4 committee members voted yay and 1 voted nay. Sandy Slater asked that Lynne Ford and the Registrar’s Office review the minutes for accuracy on this point.

G. For the Good of the Order.
College of Business proposals are stalled in Curriculog. Preliminary documents are available to review. The Certificate in Institutional Research will also be coming to the committee this semester.

Adam Ali is from Geology (not Geography). The next meeting is March 8, 2019. We will meet at the Jewish Studies building in the future.

The week of March 12 is Graduate Education week. Sandy Slater needs to be added to this distribution list.

H. Adjournment.
Kate Keeney motioned to adjourn. Lindsey Drager seconded. All approved.
Next meeting: March 8, 2019 (Jewish Studies Conference Room)
2018-2019 Graduate Curriculum Committee
Agenda

January 11, 2019

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication)

Ex-Officio: Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning), Franklin Czwazka (Registrar), Jerry Mackeldon (Registrar), Julie Dahl (Registrar), John Hakkila (Graduate School), Robyn Olejniczak (Graduate School)

Invited: Annalisa Calini (Math) and Martin Jones (Math); Sebastian van Delden (Computer Science)

A. Call to Order. Sandy Slater called the meeting to order at 3:07pm.

B. Approval of December Minutes

Amanda Ruth-McSwain made a motion to approve the meeting minutes. Lindsey Drager seconded. All approved. Sandy Slater remarked on old business. Godfrey Gibbison discussed some modifications to the Urban Studies 4+1 program that will likely be presented to the Graduate Curriculum Committee in the future.

Godfrey Gibbison remarked that there will be two committees formed this semester. One is a committee to develop policies for doctoral programs. A second committee will be formed to discuss graduate programs, including the requirements for a thesis.

Sandy Slater asked for other updates from committee members.

C. Update on ARCM and Senate Process.

Divya Bhati commented that the ARCM prospectus was submitted in December 2018.
D.  CSIS 641 Advanced Cybersecurity (require CSIS 632 as PreReq)
https://cofc.curriculog.com/proposal:1114/form

Sandy Slater introduced the prerequisite requirement. There was no discussion. Amanda Ruth-McSwain moved to approve the change. Lindsey Drager seconded. All approved.

E.  Doctoral Program in Mathematics with Computation
https://cofc.curriculog.com/proposal:899/form

Amanda Ruth-McSwain asked about the admissions requirements. Is there a minimum GRE score? Annalisa Calini said no. Only the GRE is required. Entrance exams will remain standard, compared to other models. Annalisa Calini remarked that the language of the two semester course sequence has been clarified. There may be a future occasion when a student wishes to have an advisor outside of the College. This would go through the Graduate School’s system for approval.

Amanda Ruth-McSwain motioned to approve the Doctoral Program in Mathematics with Computation. Lindsey Drager seconded. All approved.

F.  MATH 630 Theory of Probability
https://cofc.curriculog.com/proposal:935/form
MATH 803 Algebra III
https://cofc.curriculog.com/proposal:938/form
MATH 811 Functional Analysis
https://cofc.curriculog.com/proposal:939/form
MATH 823 Partial Differential Equations III
https://cofc.curriculog.com/proposal:940/form
MATH 824 Advanced Dynamical Systems
https://cofc.curriculog.com/proposal:945/form
MATH 830 Theory of Stochastic Processes
https://cofc.curriculog.com/proposal:946/form
MATH 845 Advanced Scientific Computing
https://cofc.curriculog.com/proposal:947/form
MATH 880 Advanced Special Topics
https://cofc.curriculog.com/proposal:949/form
MATH 999 Doctoral Dissertation Research
https://cofc.curriculog.com/proposal:950/form

Sandy Slater asked if there are enough faculty to teach the special topics courses. Annalisa Calini remarked that faculty have developed the syllabi--these faculty will teach the classes.

Amanda Ruth-McSwain asked about team teaching and is interested in this as an option in other areas. Annalisa Calini said that they do encourage team teaching and team advising.

Godfrey Gibbison commented on the CHE committee process. Sebastian van Delden talked about the external consultant that will also support the proposal.

Sandy Slater suggested that the committee vote on the individual course proposals as a batch. Lindsey Drager moved to approve all of the courses as part of the Doctoral Program in Mathematics and Computation as a batch. All approved.
G. For the Good of the Order.

Sandy Slater asked if we can move the committee meetings to a different location. All agreed. Sandy Slater will look for a new room.

Amanda Ruth-McSwain asked if the Executive MBA will come to the Graduate Education Committee this semester? Sandy Slater discussed some of the new programs/classes and admissions requirements that the School of Business wishes to pursue.

H. Adjournment. The committee adjourned at 3:40pm.

Next meeting: February 8, 2019
2018-2019 Graduate Curriculum Committee
Agenda

December 4, 2018

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Anthony LeClerc (Computer Science), Amanda Ruth-McSwain (Communication)

Ex-Officio: Brian McGee (Provost), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Annalisa Calini (Math) and Martin Jones (Math)

A. Call to Order

B. Approval of November Minutes

Old Business

C. Operations Research Graduate Certificate (tabled from Nov meeting)
https://cofc.curriculog.com/proposal:1071/form

New Business

D. ENGL MA Elective Changes
https://cofc.curriculog.com/proposal:1181/form

E. EVSS 611- Title Change
https://cofc.curriculog.com/proposal:1116/form
EVSS 640- Change in Course Description
https://cofc.curriculog.com/proposal:1115/form

F. Mathematics
Math 604 Course Description Change
https://cofc.curriculog.com/proposal:948/form

G. Ph.D. in Mathematics and Data Computation (Discussion)
https://cofc.curriculog.com/proposal:899/form

H. MATH 630 Creation of Course (related to Ph.D)
https://cofc.curriculog.com/proposal:935/form

I. For the Good of the Order.

J. Adjournment.

Next meeting: TBD
Jewish Studies Conference Room
2018-2019 Committee on Graduate Education
Agenda

November 9, 2018

Committee members: Sandy Slater (Chair; History), Lindsey Drager (English), Kate Keeney (Arts Management), Anthony LeClerc (Computer Science), Amanda Ruth-McSwain (Communication)

Ex-Officio: Brian McGee (Provost), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Lynne Ford (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Invited: Karen Chandler (Arts Management), Annalisa Calini (Math)

A. Call to Order
B. Approval of October Minutes
C. English
   1. ENGL 576 (part of sequence from October meeting)
      https://cofc.curriculog.com/proposal:1043/form
D. Operations Research Graduate Certificate
E. Arts Management (Arts and Cultural Management)
   5. ARCM 563 https://cofc.curriculog.com/proposal:1000/form
F. Public Administration (several are simply to reflect the inclusion from Arts Management to Arts and Cultural Management)
G. Special Meeting Call for PhD in Math with Computation
H. For the Good of the Order.
I. Adjournment.

Next meeting: TBD
3:00-5:00pm
Jewish Studies Conference Room