MINUTES
UNIVERSITY GRADUATE COMMITTEE
March 27, 2013

Members Present: Michael Amundson (History), Emily D. Babcock (Physician Assistant Studies), Colleen Byron (MA in Administration), Joe Collentine (Modern Languages), Michael Costelloe (Criminal Justice), Dirk de Heer (Sub-Physical Therapy), Megan Eastwood (Ex-officio: Sub-Cline Library), Y. Evie Garcia (Ex-Officio-Graduate College), Greg Glau (English), Steve Hempleman (Biological Sciences), Stephanie Hurst (Chemistry), April Judd (Mathematics and Statistics), Alan Lew (Geography, Planning and Recreation), Warren Lucas (Sociology), John Masserini (Chair; Music), Gretchen McAllister (Teaching and Learning), Mary McLellan (Educational Psychology), Catherine Medina (Educational Specialties), Marcia Metcalf (Business Administration), Cassie Rivas (Graduate Student), Anna Sosa (Communication Sciences and Disorders), Sumner Sydeman (Psychology), Barbara Tomlinson (Nursing), and Niranjan Venkatraman (Engineering).

Members Absent: Gary Emanuel (Educational Leadership), Luis Fernandez (Sustainable Communities), Richard Hofstetter (Forestry), Fred Hurst/Patrick Deegan (Ex-officio – Extended Campuses), Ramona Mellott (Ex-Officio-Graduate Dean), Sean Parson (Politics & International Affairs), Patricia Peterson (Faculty Senate), James Sample (Earth Sciences and Environmental Sustainability), Brant Short (Applied Communication), Kerry Thompson (Anthropology), and David Trilling (Physics & Astronomy).

Guests: Sharon Cardenas (Teaching and Learning), Michael Collins (English), Scott Galland (CASA), Greg Larkin (English), Eric Meeks (History), Pamela Powell (Teaching and Learning), Derek Sonderegger (Mathematics and Statistics), Roy St. Laurent (Mathematics and Statistics), and Lisa Williams (CASA).

Graduate College: Victoria L. Endres, Mia R. Ryneal.

The meeting was called to order at 3:01 pm by John Masserini, Chair.

I. Welcome, Announcements and Brief Reports

A. Approval of the Minutes of the March 6, 2013, Meeting — John Masserini

Minutes were approved by all present.

B. Graduate Student Government Report — Cassie Rivas

Cassie Rivas discussed the GSG extension of the travel awards deadline to April 1, 2013, for travel between January 1 and September 30, 2013. Ms. Rivas noted that the National Graduate Student Organization is currently looking into open access for publications and has discussed such topics as lobbying for research funding and loan forgiveness.

II. Curricular Changes and Consent Agenda

There were no curricular changes, and there were no consent agenda items.

III. Action Items

A. College of Arts and Letters

1. English

   a. English, Professional Writing; MA, Fall 2013 – Major Requirements-Course(s) Added, Major Requirements-Course(s) Deleted, Text within Plan

Greg Larkin, Professor of English, spoke about a professional writing emphasis program in the department of English. They propose changing the “application project” to “capstone project” in the program of study to maintain consistency in the program and in the description.

A motion was approved for the changes to the program.
2. History
   b. HIS 502, “Introduction to Public History,” Fall 2013 – New Course
   c. History-Extended Coursework; M.A., Fall 2013 – Delete Plan
   d. History-Research; M.A., Fall 2013 – Delete Plan

Mike Amundson, Professor of History, and Eric Meeks, History Chair, explained the changes to the master’s program to accommodate new trends in the field. In the past, students had to pick a geographic and thematic area, but now these two areas are often interwoven. The addition of the Public History Emphasis will satisfy a growing demand among graduate students seeking careers involving museums, archives, and/or historic preservation. Current faculty will be able to teach the courses in the emphasis. The addition of an Introduction to Public History (HIS 502) elective will encourage students to take a museum studies course. The department is currently creating internships for this program and has already established an agreement with the City of Winslow for students to gain internship experience.

A motion was approved for the changes and deletions to the above programs and the addition of the new course.

B. College of Education

1. Educational Specialties
   a. Early Childhood Education; M.Ed., Fall 2013 – Major Requirements-Course(s) Added, Major Requirements-Course(s) Deleted, Major Requirements-Unit Change
   b. Elementary Education; M.Ed., Fall 2013 – Major Requirements-Course(s) Added, Major Requirements-Course(s) Deleted, Major Requirements-Unit Change
   c. ECI 569, “Transformative Education for a Democratic Society,” Fall 2013 – Catalog Description, Prerequisites, Units

CORRECTION TO THE AGENDA:
   1. Teaching and Learning
      a. Early Childhood Education; M.Ed., Fall 2013 – Major Requirements-Course(s) Added, Major Requirements-Course(s) Deleted, Major Requirements-Unit Change
      b. Elementary Education; M.Ed., Fall 2013 – Major Requirements-Course(s) Added, Major Requirements-Course(s) Deleted, Major Requirements-Unit Change
      c. ECI 569, “Transformative Education for a Democratic Society,” Fall 2013 – Catalog Description, Prerequisites, Units

Pam Powell, Professor of Teaching and Learning, spoke about the changes to the programs of study as related to their accreditation process. Courses will not be deleted but instead reconfigured into different sections. ECI 569, previously a four-credit course, was created for the CMOST program and contained a practicum component. The decrease from four to three-credits is due to the removal of the practicum component from the course.

A motion was approved for the changes to the above programs and course. After some discussion later in the meeting, the unanimous approval was retracted for ECI 569 pending the need to notify the Math and Statistics Department of the course unit change since the course is used in the Mathematics Teaching Graduate Certificate. Approval for the Early Childhood Education and the Elementary Education plan changes were also retracted, since ECI 569 is included in the plans.

C. College of Engineering, Forestry, and Natural Sciences

1. Computer Science
   a. CS 565, “Distributed Systems,” Fall 2013 – Catalog Description, Co-convene, Prerequisites

Niranjan Venkatraman, Associate Professor of Electrical Engineering, explained the need for a graduate course in Distributive Computing. Dr. Venkatraman explained that the undergraduate course has not been offered recently, and there are not enough instructors to teach the same course at both the graduate and undergraduate levels. The addition of a graduate level component to this course would greatly assist students in their programs of study.

A motion was approved for the changes to the course.
2. Electrical Engineering
   a. EE 514, "Computer Architecture," Fall 2013 – Co-convene, New Course
   b. EE 543, "Pattern Recognition," Fall 2013 – Co-convene, New Course
   c. EE 544, "Computer Vision," Fall 2013 – Co-convene, New Course
   d. EE 548, "Digital Signal Processing," Fall 2013 – Co-convene, New Course

Dr. Venkatraman explained that the courses are important for those in the Computer Engineering program.

One member asked if the undergraduate and graduate students have their own classes, if the graduate students are expected to help undergraduates in the co-convened courses and whether the graduate-level work differed significantly. Dr. Venkatraman explained that significant difference between courses were the different learning outcomes and additional assignments for graduate students. Graduate students will assist the undergraduate students in the course.

A motion was approved for the new courses.

3. Center for Science Teaching and Learning (CTSL)
   a. Mathematics Teaching; Graduate Certificate, Fall 2013 – Certificate Requirements-Course(s) Added, Certificate Requirements-Course(s) Deleted
   b. Science Teaching; Graduate Certificate, Fall 2013 – Certificate Requirements-Course(s) Added, Certificate Requirements-Course(s) Deleted, Certificate Requirements-Unit Change

CORRECTIONS TO THE AGENDA:
3. Mathematics and Statistics
   a. Mathematics Teaching; Graduate Certificate, Fall 2013 – Certificate Requirements-Course(s) Added, Certificate Requirements-Course(s) Deleted

Judd, Assistant Professor of Mathematics Education, discussed the removal of ECI 569 from the Mathematics Teaching Graduate Certificate. The required units will remain the same. Students will now take an additional unit of MAT 608 (Fieldwork Experience) and one of MAT 509 (Assessment in Mathematics Education) or MAT 510 (Curriculum in Mathematics Education).

A committee member noticed that a letter of response for the Mathematics Teaching Graduate Certificate was not included in the supporting documents from the Education Department. A motion and vote to approve the proposed plan change failed. Given that the current Mathematics Teaching Graduate Certificate continued to require ECI 569 as a 4-unit course, approval of the Teaching and Learning ECI 569 course change and associated M.Ed. Early Childhood Education and Elementary Education plan change proposals (B.1.a., b. and c. above) were reconsidered and a motion passed to retract those curricular items (2 abstentions).

The proposals for Mathematics Teaching Graduate Certificate, ECI 569, the M.Ed. Early Childhood Education, and M.Ed. Elementary Education were tabled to the April UGC meeting pending the need for a letter of response from Teaching and Learning regarding the Mathematics and Statistics department’s proposed plan change to delete ECI 569.


Derek Sonderegger and Roy St. Laurent, Mathematics and Statistics, explained the need for this course to provide a computationally rigorous course for graduate students. The need for the course is due to the large body of computational statistics that doesn’t fit anywhere in other graduate level courses currently offered and make a course out of it. This course would support those receiving a graduate certificate in Applied Statistics and it would also be available to Math graduate students. Dr. St. Laurent clarified that they are not proposing a co-convened course and that only qualified senior undergrads could take this graduate course.

The motion was approved for the new course.

4. Center for Science Teaching and Learning (CSTL)
   a. Science Teaching; Graduate Certificate, Fall 2013 – Certificate Requirements-Course(s) Added, Certificate Requirements-Course(s) Deleted, Certificate Requirements-Unit Change
Sharon Cardenas, Assistant Professor, Science Teaching and Learning, discussed the plan change which included deletion of ECI 569 and included a letter of response from Teaching and Learning. This curricular item was tabled until April UGC meeting.

V. Informational Items
   A. There were no Fast Track items.

VI. Discussion Items
   A. Programmatic/Degree Learning Outcomes – John Masserini

Dr. Masserini explained that the Faculty Senate has been charged with the task to collect degree and program outcomes for both graduate and undergraduate students. The goal of collecting programmatic learning outcomes is to standardize the information available, particularly to students and the public. Dr. Masserini clarified that many departments have an assessment piece to their learning outcomes, and the goal is to understand where this information goes after it has been collected. A committee member mentioned that a benefit of this process will be to make the program and learning outcome objectives more accessible to other departments who may be interested in understanding the objectives and goals of a fellow department. Another faculty member voiced concern regarding placing program outcomes in the catalog, since the catalog is a binding contract. Dr. Masserini concluded the discussion by stating that this process need not be time-consuming to departments and at this point, the conversation is primarily for brainstorming on how to proceed.

B. Dismissal Policy – Evie Garcia

Dr. Garcia stated that a vote on an actual dismissal policy will be made at the April meeting. Both positive and negative feedback had been received about the dismissal policy, and Dr. Garcia proceeded to read some of the departmental statements to the committee. One expressed concern was the need for a new policy that meets departmental needs. One committee member explained that in Nursing, graduate students must receive an 84% or higher in order to pass, which is presented in syllabi and listed in the handbook. Dr. Garcia presented a letter of concern from the Department of Politics and International Affairs, which stated that the department was unsatisfied with vagueness of the language. Dr. Garcia clarified that in the past, a probationary hold was placed on a student when s/he received a C grade, and then the opportunity to improve would be extended to the struggling student. Many departments, however, have an internal process for dismissal. The problem with some departmental dismissal processes is that they do not offer the student a chance to improve. Departments should document that an additional attempt was extended to the struggling student, and resources for success were provided. A committee member suggested that departments could integrate milestones in the program of study in order to better manage satisfactory progress. It was suggested that progress milestones must be evaluated earlier because the dismissal often occurs in the later portion of the program. Dr. Garcia concluded the discussion by stating that departments must be aware that in some cases, students with failing grades may not be receiving attention from their department, although there is the other scenario that resources have been provided, yet the students have not benefited from these provided resources.

C. Policy and Procedures for Graduate Certificate Programs – Evie Garcia

A motion to approve the policy changes was passed with minimal discussion.

UGC Chair, John Masserini, adjourned the meeting at 5:06 p.m.