

## Graduate Study Committee Meeting

November 20, 2007 Minutes

**Members Present:** Mary Bucy, Bob Broeg, Jessica Henderson, Shannon Talbott, Mickey Pardew, Kevin Walczyk, Janeanne Rockwell-Kincanon, Vivian Amantana, Gwenda Rice, Tamina Toray, and Karla Hale

**Guests:** Shaun Huston, Mike Ward, Benedict Lowe

**Ex-Officio:** Linda Stonecipher, , JoNan Leroy

**Minutes:** Karla Hale/Shannon Talbott

**Approval of Minutes:** Minutes from October 16th were approved with no changes

**Agenda: see attached**

Time	Agenda Item	Who	Outcome/Follow-up
3:30	Approval of Oct minutes	Mary Bucy	<b>Minutes approved for October with no changes.</b>
3:40	Graduate Office update	Linda Stonecipher	<b>386 graduate students currently enrolled. Database of graduate students from 04-07 will be up to date and available in a couple of weeks. Database of current students will be a couple months in the making. This will be to track student information not in Banner.</b> There are also some problems with the EReserve postings of course proposals – they may need to be saved to your desktop and then opened with Adobe Acrobat.
3:50	Course proposals		
	MUE 430/530 MUS 615, 620, 621 MUS 627, 650, 651 MUS 670, 671	Kevin Walczyk	Delete old courses. – (see attached) <b>Committee approved</b>
	MUP 166, 196, 296, 366, 396, 496, 666, 696  MUP 167, 197, 297, 397, 367, 497, 667, 697	Kevin Walczyk	Add new courses to include studio recording – courses ending in 6 are on campus – courses ending in 7 are professional studio courses off campus. Recommendations include adding additional information to proposal outlined below: <ul style="list-style-type: none"> <li>• Indicate in title whether on or off site</li> <li>• Separate out syllabus for each course</li> <li>• Explain number system including the audition requirement language in syllabus</li> <li>• This committee will address the graduate courses only.</li> <li>• Return to committee next month</li> </ul> <b>Committee moved, accepted and approved the recommendation.</b>
	Mth 441/541	Mike Ward	Credit change from 3 to 4 credits – rationale included aligning class more closely with amount of materials covered. (see attached) <b>Committee approved</b>
	Mth 498/598	Mike Ward	Delete course – hasn't been offered in a long time. (see attached) <b>Committee approved</b>
	HE 413/HE 513	Jessica Henderson	Change temporary course to permanent course. (see attached) <b>Committee approved</b>
	PE 420/520	Jessica Henderson	Change temporary course to permanent course. (see attached) <b>Committee approved</b>
4:30	Discussion: Rationales for course proposals	Shaun Huston	<b>See discussion below</b>
4:45	Discussion: NCATE / NWCCU report	Mary Bucy	<b>See discussion below</b>
4:55	Final Comments	Linda Stonecipher	<b>See discussion below</b>

5:00	Meeting adjourned		
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4:30 – Rationales for course proposals:

- Executive committee could not interpret the proposals we had passed
- Program changes need to include a short narrative describing the change
- More explanation needs to be provided
- Major program changes get forwarded on to the faculty senate
- Little changes can be approved by executive committee

4:45 - NCATE / NWCCU reports

NCATE

2 areas of improvement – both in MS in Ed

- Proficiency related to diversity
- Make limited use of data collected

More information will come later from Linda – areas for improvement mainly hit “non-licensure program”.

NWCCU

Recommendations –

- Teaching a slash course might weigh too much toward graduate students, p.15
- Institution needs to develop a new student graduate orientation, p. 27

Final Comments

- Presented web pages being created for content areas
- Think about how we can improve the graduate web site