



THE UNIVERSITY of NORTH CAROLINA  
**GREENSBORO**

**GRADUATE STUDIES COMMITTEE AGENDA**

Friday, September 16, 2011, 10-11:30 a.m.

1607 MHRA

1. Approval of Minutes from April 15, 2011
2. Report of the Chair — Dr. Ken Snowden
  - Welcome & Agenda
3. Report of the Dean — Dr. Bill Wiener
  - Bryan Prelude Program
4. Proposal for Inclusion of Library Faculty Member as Non-Voting Member of GSC – Kathy Crowe

The University Libraries request that a member of the Libraries' faculty be added as a non-voting member of the Senate Graduate Studies Committee. Librarians currently serve on other Senate committees that relate to the curriculum including the Undergraduate Curriculum Committee, the General Education Council and the Student Learning Enhancement Committee. It is vital that the Libraries remain current with changes and developments in the graduate curriculum so that we provide the necessary supporting resources and services. Because the Graduate Studies Committee reviews new course and program proposals having a librarian on the committee is an excellent way for us to remain abreast of these changes and communicate them to the Libraries. At the same time the librarian on the committee can advise other members about the resources we currently have to support any new programs or courses.

5. Report of the Curriculum Subcommittee — Dr. Snowden, *Guest Chair*  
*Please note: Only proposals for new certificates and degrees and items that were tabled or not approved at the subcommittee meeting are included in agenda packets.*

**ROUTINE COURSE CHANGE REQUESTS (Form D)**

**The following were approved:**

- A. **HEA 625 ~~Community Health Research and Evaluation~~ Community Health Education Program Evaluation** - Revise course title. - Effective Fall 2011
- B. **MUE 659 Psychology of Music** - Change course type from LEC to WTX. – Effective Spring 2012
- C. **MUSMUE 678 Orff in the Music Classroom** – Change course prefix and prerequisite as follows: *Pr. Advanced undergraduate or graduate standing in music or permission of instructor.* – Effective Spring 2012
- D. **NUR 605 Scientific Foundations of Nurse Anesthesia I** – Delete from curriculum - Effective Fall 2011
- E. **NUR 606 Scientific Foundations of Nurse Anesthesia II** – Delete from curriculum - Effective Fall 2011
- F. **NUR 607 Scientific Foundations of Nurse Anesthesia III** – Delete from curriculum - Effective Fall 2012
- G. **NUR 608 Scientific Foundations of Nurse Anesthesia IV** – Delete from curriculum -

Effective Fall 2012

**The following were approved (with minor revisions):**

- A. **BUS/ENT 540, CST/ENT 540, WGS/ENT 540 Social Entrepreneurship: Justice and a Green Environment** – Change Catalog Description as follows: Interdisciplinary engagement ~~course in~~ of social entrepreneurship as model for change on an issue of ~~and~~ environmental sustainability. ~~Explore~~ Exploration of models for ~~designing and implementing entrepreneurial projects that~~ which respond to social, economic, environmental, and justice issues ~~through direct action and evaluation.~~
  
- B. **CSC 540 Human-Computer Interface Development** - Change of prerequisites as follows: *Pr. Grades of at least a C (2.0) in CSC 330 and STA 271 or 290 or permission of instructor.* – Effective Fall 2011

**NEW OR AMENDED COURSE PROPOSALS (Form A)**

**The following were approved with minor revisions:**

- A. GEO 607 Earth Science for Educators
- B. GEO 608 Weather and Climate for Educators
- C. GEO 609 Hydrology for Educators
- D. GEO 610 Physical Geology for Educators
- E. GEO 611 Natural Hazards and Society for Educators

**The following was tabled:**

- A. CNR/ENT 540 Social Entrepreneurship: Justice and a Green Environment

**CONCENTRATION, SECOND ACADEMIC CONCENTRATION (SAC), AND/OR MINORS (Form F)**

**The following was approved:**

- A. **Master of Arts in Applied Geography** – New concentration in **Geosciences Education for Teachers** – Effective Fall 2012

**PROGRAM REVISIONS (Form G)**

**The following was approved:**

- A. **Post-Baccalaureate Certificate for NC TEACH Alternative Licensure:** Change from a Post-Baccalaureate Certificate for NC TEACH Alternative Licensure to a Post-Baccalaureate Program for the NC Teach Alternative Licensure – Effective Fall 2011

**\*INFORMATION/DISCUSSION ITEM: ELECTRONIC SUBMISSIONS AND PROCESSING**

The Chair sent the following to the GSC Curriculum subcommittee for consideration at its 9/9/11 meeting:

Moving to an Electronic Submission/Review Process. For those who might not know, the GSC Curriculum review process still requires submission of 12 double-sided copies for all curricular requests except for Routine Course Change Requests (Form D). In doing so we now differ from the UCC which requires the submission of only an electronic copy which is then distributed to the committee members via Google Docs—a service that is now available in our campus mail system. I would like to propose that we use this fall, or perhaps the entire year, to experiment with and to discuss an electronic submission and review cycle. I want to emphasize that we will continue to use the current paper system until we have agreement and comfort with any new system.

After getting some feedback from a few veteran members of the sub-committee, Laura Chesak, Mary Early and I met a few times this summer to discuss how an efficient, workable electronic submission system should be structured. Here were some consensus views:

1. The requests would be sent to subcommittee members in electronic format at least one week before the meeting as is current practice. Members would be free to print these individually and continue to use paper copies.
2. Members who wanted to interact electronically would have access to a single electronic copy where they would be free to enter notes, suggestions, and proposed revisions before the meeting. By sharing this one electronic version, members would not have to enter comments that others had already posted.
3. The subcommittee would work from the single "comment copy" at its meeting and add or modify comments into the document. This copy would then form the basis of any request for revision of the request by the submitting Department.
4. A possible wrinkle (that perhaps only I favor) is that the Graduate School staff member who handles submissions would have a checklist of formatting and easily verifiable mistakes and would be empowered to return these for correction to the Department before the documents were sent to committee members.

With or without #4, a system like this will not only save on paper and time, but also reduce the burden on the subcommittee chair and staff involved in communicating the committee's decision by memo. Mary, Laura and I had hoped to have a system like this up and running in time for the first meeting to serve as an experiment. Unfortunately, the necessary software (SharePoint) is not currently supported at UNCG. So we need to consider if it makes sense to move ahead trying a system that uses either Google Docs or Blackboard. I hope that you will share any ideas, experiences or reactions with implementing this kind of a system at Friday's meeting.

#### 6. Report of the Policies and Procedures Subcommittee – Dr. Klase

#### **\*INFORMATION/DISCUSSION ITEM: RECONFIGURATION OF GSC COMPOSITION**

In response to an inquiry from the Faculty Senate leadership, the Chair sent the following message:

Thanks for bringing the issue of GSC membership to everyone's attention--and an opportunity for me as Chair of the GSC to share my plans on how to handle the issue. The GSC will need to change its policies concerning membership this coming year because (italicized passages in this email are drawn from the GSC Policies and Procedures):

*The Graduate Studies Committee shall consist of eighteen members. Nine of these shall be full members of the Graduate Faculty and represent the professional schools and the College of Arts and Sciences. One representative shall be elected by the faculties of each of the following: the School of Business and Economics, the School of Education, the School of Health and Human Performance, the School of Human Environmental Sciences, the School of Music, and the School of Nursing. The College of Arts and Sciences shall elect three representatives with one each from the areas of humanities, science and mathematics, and social and behavioral sciences. Each full member shall be elected for staggered three-year terms in accordance with the Constitution of the Faculty.*

Given the creation of HHS, a reasonable guess is that the elected membership will be reduced to eight. To keep committee size intact, however, we might choose to increase the number of appointed members from four to five:

*To achieve programmatic balance, four additional full members of the Graduate Faculty shall be appointed by the Chair, in consultation with the Dean of The Graduate School, to serve one-year terms. In addition, the Faculty Senate will appoint a member of the Graduate Faculty to the Graduate Studies Committee in order to serve as a linkage between the two groups on issues of mutual concern.*

In terms of chairmanship this coming year (me in the Fall, Nancy Hodges in the spring) the relevant policy is:

*The elected members of the Graduate Studies Committee shall select the Chair-elect annually at the first regularly scheduled meeting of the Fall Semester.*

Nancy and I are both elected members--so in a technical sense there is no problem with both of us serving. But Nancy was elected from a unit that no longer exists. To handle this problem my plan is to make the changes in committee structure during the Fall, and then to resign so that Nancy can be elected from the Bryan School in my place. (I could be appointed back for the balance of the year if we choose to increase the number of appointed members).

I will discuss all of these issues at the first GSC meeting, and I am fairly certain that the committee will be willing to move ahead under some form of this plan. We will notify the Faculty Senate as we work through these changes in accordance with policy:

*Suggestions for changes in the Committee's (GSC) policies and practices may originate with any member of the Graduate Faculty and must be submitted in writing to the Chair of the Graduate Studies Committee. Once submitted, suggested changes will be considered according to procedures outlined in Paragraph IV, Section D above. Upon approval by the Committee (the GSC), any changes approved by the Committee will be forwarded to the Faculty Senate as an information item.*

Just to underline the point, let me emphasize the unique "independent status of the GSC in the faculty governance structure (apologies to those who have already heard my version of this spiel). As is indicated in the passage above, the GSC is committee of the Graduate Faculty and not the General Faculty--and this distinction is what gives it a different status and more autonomy than committees of the Faculty Senate.

#### 7. Report of the Student Affairs Subcommittee – Dr. Snowden

#### **\*INFORMATION/DISCUSSION ITEM: PROCEDURES FOR RECOMMENDING DISCONTINUATION OF GRADUATE PROGRAMS - DR. REBECCA ADAMS**

In response to an inquiry from the Associate Provost for Planning and Assessment the chair sent the following message. He is attending a meeting on this topic with the Provost on 9/30:

Last semester I proposed and the entire GSC agreed to delegate requests for program moratorium/discontinuation to the Student Affairs subcommittee of the GSC and not the Curriculum sub-committee. There were two reasons:

1. to reduce the incredibly heavy workload on the curriculum Subcommittee
2. to provide review by a subcommittee that had the Dean the Associate Dean and a student rep--moreover, I have assigned myself (and Nancy Hodges in the Spring) as chair of this subcommittee so that the chair of the GSC will be involved.

In terms of program discontinuation this is how I see the role of the GSC playing out. In general the GSC will investigate and make sure that discontinuation would be done in such a way so that the welfare of affected graduate students and graduate faculty in their roles as graduate faculty, are not compromised. I see this primarily as assuring that existing students are provided a mechanism to complete their program of studies which have been approved by the grad faculty and the grad school (this could involve substitution of courses--not that the exact courses specified must be available). A possible area where this might get into conflict with a discontinuation would be if doctoral students were compromised in finishing their dissertations if the discontinuation involved dismissal of members of the dissertation committee--especially the chair.

A second general area where the autonomy of the GSC might be exercised in the process is if the discontinuation of one program would have a deleterious impact on one or more other programs that are not being discontinued. In this case the GSC might not approve the discontinuation even though the department and the Provost did.

I hope this helps--it has actually helped me writing this all up. In a practical sense I see the GSC role as being an important check on HOW discontinuations are handled rather than WHETHER they occur--but its status as an agency gives it the autonomy and responsibility to assess how the discontinuation affects the quality of graduate education broadly defined.

I believe, by the way, that the UCC will be different in this regard. It will recommend a discontinuation to the faculty senate who will then approve it. The GSC, on the other hand, will report to the Faculty Senate whether the Graduate Faculty approves of the discontinuation. This is the important distinction in terms of process.

8. Report of the Senate Representative – Dr. Arrington

**INFORMATION/DISCUSSION ITEMS (No enclosures)**

- A. UNC GA has approved/acknowledged the following additions/changes to UNCG programs:
- (1) Reorganization which combines Department of Romance Languages and Department of German and Russian into new department entitled the Department of Languages, Literatures, and Cultures, effective July 1, 2011.
  - (2) Department of Composition, Ethnomusicology, Musicology, and Theory renamed to Department of Music Studies, Effective August 1, 2011.
  - (3) Department of Political Science to offer an online Post-Baccalaureate Certificate in Nonprofit Management, effective Fall 2011.

9. New Business/Other

10. Adjournment

Enclosures