



UNCG

The Graduate School

Graduate Studies Committee

GRADUATE STUDIES COMMITTEE MINUTES

Friday, November 30, 2018 11:00 a.m. to 12:00 p.m.

2711 MHRA

In Attendance: Greg Bell, Beth Bernhardt, Kelly Burke, Anthony Cuda, Sarah Daynes, Ian Draves, Ben Dyson, Diane Gill, Guendalina Giuliano, Nancy Hoffart, Glenn Hudak, Dennis LaJeunesse, Jodi Pettazzoni, Dale Schunk, Paul Steimle, Tu Watchravesringkan,

I. Approval of Minutes from October 26, 2018

Motion to Approve October 26, 2018 Minutes (Hoffart, Dyson) Minutes Approved

II. Report of the Chair – Glenn Hudak

- Update on Faculty Senate proposed revision of Graduate Studies Committee Chair notified Steve Yarbrough, Faculty Senate, the GSC has approved unanimously the new Constitutional amendments. Steve will take this to the Faculty Senate.
Greg Bell advised the revised document has been circulated to administration. Discussion concerning by-laws and revision of Senate Constitution. The goal is to have the acknowledgement in the Constitution that this committee is not a Senate Committee, it is the governance body for Graduate Education. It is important to get this body established as who we are and what our purpose is. Dr. Burke urges all members to attend the Senate meeting (early 2019) when the review/vote for Constitutional revisions takes place.
- The GSC will meet December 12 at 11:00 in 2711 (rather than December 14). The CSC will not meet. Curricular items will be voted on by the committee as a whole.

III. Report of the Senate Representative – Ken White

No Report

IV. Report of the Vice Provost for Graduate Education – Kelly Burke

Dr. Burke reported the move to Activity Insight is going well. The new GA assistantship waiver Graduate Student support plan will soon be available. This plan provides maximum flexibility. The goal is to spend all of the money you are allocated, the Graduate School permanently moved the historic stipend allocation to

units. Discussion concerning stipends and allocation of GA funds.
Departments can now give just a tuition award with no stipend required, from one credit up to full time. This will be especially helpful in Master's Programs.
Enrollment growth is the only way we get money from the state.
Another caveat to this plan, Doctoral students are only guaranteed out of state tuition differential for the first year, after that they will need to establish residency.
Dr. Burke is available to answer any questions about the new plan.

V. Report of the Curriculum Subcommittee – Tu Watchravesringkan

CSC Information Items (from November 14, 2018 meeting) submitted as attachment.
Motion to Approve CSC Report (Steimle, Dyson) CSC Report Approved

Departments should begin planning 2020-2021 revisions now. CourseLeaf training will take place the first week of February 2019.

VI. Report of the Policies & Procedures Subcommittee – Ben Dyson

The following items were discussed at the Graduate Faculty meeting:

Policy Revisions:

- (1) Faculty on Phased Retirement Continuing as Committee Chairs
Currently, Members of the Graduate Faculty lose their Member status and become Adjunct Members when they go on phased retirement.
Discussion concerning Adjunct Members and departmental roles. The key issue seems to be whether people can chair committees. Every department will want to approach this differently, we need to make sure there is a protection for the department as well as comfort for the faculty.
Suggested revision adds an exception in the case of phased retirements to existing language and will make it clear that this is with permission/discretion of Department Head
- (2) Program GPA in lieu of University GPA for Graduation
Graduate Faculty considered this and these policies will not change.
- (3) Capstone Progress
Concerns were expressed regarding implications for continuous enrollment, financial aid. The Subcommittee will review this and bring back to the full GSC.
- (4) Move to Best Practice of PhD, DMA, and EdD committees comprised of 3-5 faculty members (this does not include DNP)

The Subcommittee will create terms and definitions to share with Graduate Faculty.

Suggestion made that the Policies Committee review the policy on presence of committee members.

After discussion, members approved the following suggested revision:

The Doctoral Committee, consisting of at least three members of the graduate faculty (with a suggested maximum of five), shall assist the student with the final plan of study, shall prepare and evaluate doctoral preliminary exams, guide the dissertation, and evaluate the final oral defense. Programs will determine whether a member outside of the discipline is required or not. This committee will be appointed by the Vice Provost and Dean of The Graduate School upon the recommendation of the major department head or dean and must be mutually acceptable to the student and all committee members.

Of the three members, the chair must be from the program department, and at least two must be Members of the Graduate Faculty. An appointment to Adjunct Member of the Graduate Faculty must be made for any member from outside the University.

See Policy on Appointment to the Graduate Faculty for further details.

VII. Report of the Student Affairs Subcommittee – Anthony Cuda
No Report.

VIII. New Business/Other

IX. Adjournment – 12:01 PM

Attachment

Graduate Studies Committee
CURRICULUM SUBCOMMITTEE REPORT
Wednesday, November 14, 2018 • 11:00 a.m.
2603 MHRA

COLLEGE OF ARTS AND SCIENCES

Chemistry and Biochemistry

- **Amended Course Proposal**

| | | |
|-----|--------------------------|---|
| 01. | Course Number & Title: | CHE 555 Organometallic Chemistry |
| | Revision: | Revise credit structure (2:2 to 3:3); revise description; revise SLOs; revise topics; revise activities/assignments |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

English

- **Program Revision**

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| 02. | Program: | English, Ph.D. |
| | Revision: | Add Native American Literature to Area of Specialization |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

Geography, Environment and Sustainability

- **New Course Proposal**

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| 03. | Course Number & Title: | GES 615 National Parks and Protected Areas |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

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|-----|--------------------------|---------------------------------------|
| 04. | Course Number & Title: | GES 660 Sustainable Campus Operations |
| | New Course: | SEM / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Gill) Approved |

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| 05. | Course Number & Title: | GES 682 Topics in Aesthetics & Ethics |
| | New Course: | SEM / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Gill) Approved |

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| 06. | Course Number & Title: | GES 684 Topics in Economics & Development |
| | New Course: | SEM / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Gill) Approved |

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| 07. | Course Number & Title: | GES 686 Topics in Equity & Society |
| | New Course: | SEM / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Gill) Approved |

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| 08. | Course Number & Title: | GES 688 Topics in Natural Sciences |
| | New Course: | SEM / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Gill) Approved |

- **New Concentration**

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| 09. | Program: | M.A. in Applied Geography |
| | Request: | New Concentration - Sustainability |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

Languages, Literatures, and Cultures:

- **Routine Change**

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| 10. | Course Number & Title: | SPA 502 Topics in Spanish Literature |
| | Revision: | Revise title (Selected Topics in Spanish Literature); remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

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| 11. | Course Number & Title: | SPA 504 Topics in Spanish American Literature |
| | Revision: | Revise title (Selected Topics in Spanish American Literature); remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

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|-----|--------------------------|---|
| 12. | Course Number & Title: | SPA 516 Introduction to Spanish Syntax SPA 561 The Auteur Director |
| | Revision: | Delete from UNCG Curriculum |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Burke, Daynes) Approved Pending clarification of rationale |

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| 13. | Course Number & Title: | SPA 532 Topics in Spanish Culture and Civilization |
| | Revision: | Revise title (Selected Topics in Spanish Cultures, Literatures, and Films); remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

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| 14. | Course Number & Title: | SPA 534 Topics in Spanish-American Culture and Civilization |
| | Revision: | Revise title (Selected Topics in Latin American Cultures, Literatures, and Films); remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

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| 15. | Course Number & Title: | SPA 535 U.S. Latino/Latina Cultural Studies |
| | Revision: | Revise title (Selected Topics in US Latino/Latina Cultural Studies); remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, Daynes) Approved |

SCHOOL OF HEALTH AND HUMAN SCIENCES

Community and Therapeutic Recreation

- **Program Revision**

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| 16. | Program: | Parks and Recreation Management, M.S. and Therapeutic Recreation Concentration |
| | Revision: | Add CTR 646 (TR concentration only) and KIN 723; remove CTR 614, MBA 710 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Gill, LaJeunesse) Approved |

Kinesiology

- **New Course Proposal**

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| 17. | Course Number & Title: | KIN 779 Dissertation Presentation Seminar |
| | New Course: | SEM / 1:1 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (LaJeunesse, Burke) Approved |

- **Amended Course Proposal**

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| 18. | Course Number & Title: | KIN 714 Field Practice in Kinesiology |
| | Revision: | Revise credit structure (3-6 to 1-6) |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (LaJeunesse, Burke) Approved |

- **Routine Change**

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| 19. | Course Number & Title: | KIN 716 Mixed Methods in Kinesiology Research KIN 750 Seminar in Kinesiology KIN 751 Advanced Seminar in Kinesiology |
| | Revision: | Add Registration Restriction |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | ((LaJeunesse, Burke) Approved |

- **Program Revision**

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| 20. | Program: | Kinesiology, Ed.D. |
| | Revision: | Revise Required on-campus visits; Add KIN 779 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (LaJeunesse, Burke) Approved with revision to catalog text |

- **New Concentration**

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| 21. | Program: | M.S. Kinesiology |
| | Request: | New Concentration – Applied Sport Psychology |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (LaJeunesse, Burke) Approved Pending revision of SLOs |

Public Health Education

- **New Course Proposal**

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| 22. | Course Number & Title: | HEA 605 621 Public Health Theories & Strategies |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved – course number 621 |

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| 23. | Course Number & Title: | HEA 607 Determinants of Health |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved |

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| 24. | Course Number & Title: | HEA 610 618 Assessment and Program Planning I |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved – course number 618 |

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| 25. | Course Number & Title: | HEA 614 619 Systems, Leadership, and Policy I |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved – course number 619 |

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| 26. | Course Number & Title: | HEA 614 Assessment and Program Planning II |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

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| 27. | Course Number & Title: | HEA 615 Systems, Leadership, and Policy II |
| | New Course: | LEC / 3:3 |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved with revision to prerequisites (now HEA 618 & HEA 619) |

• **Amended Course Proposal**

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| 28. | Course Number & Title: | HEA 601 Principles of Community Health Education |
| | Revision: | Revise title (Foundations of Public Health); revise description; revise SLOs; revise topics, activities & assignments & grading |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

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| 29. | Course Number & Title: | HEA 602 Epidemiology |
| | Revision: | Revise title (Epidemiology Methods); revise prerequisites; revise description; revise SLOs; revise topics, activities & assignments & grading |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

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| 30. | Course Number & Title: | HEA 604 Public Health Statistics |
| | Revision: | Revise title (Quantitative Methods); revise description; revise SLOs; revise topics, activities & assignments & grading |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved |

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| 31. | Course Number & Title: | HEA 625 Community Health Education Program Evaluation |
| | Revision: | Revise title (Evaluation Methods); revise prerequisites; revise description; revise SLOs; revise topics, activities & assignments & grading |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

• **Program Revision**

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| 32. | Program: | Community Health Education, MPH |
| | Revision: | Add HEA 605, HEA 6017, HEA 611, HEA 615 to Core Courses, remove HEA 608, HEA 612, HEA 645 from Core Courses; Add HEA 610, HEA 614 to Professional Courses, remove HEA 603, HEA 609 from Professional Courses |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

• **New Certificate**

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| 33. | Program: | MPH in Community Health Education |
| | Request: | New PBC – Certificate in Health and Wellness Coaching |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Hoffart, Daynes) Approved |

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| 34. | Program: | MPH in Community Health Education |
| | Request: | New PBC – Certificate in Workplace Wellness |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Daynes, Hoffart) Approved |

Genetic Counseling

- **Amended Course Proposal**

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| 35. | Course Number & Title: | GEN 671 Quantitative Risks in Practice: Understanding Risk Assessment |
| | Revision: | Revise title (Risk Assessment in Genetic Counseling); revise credit structure (1:3 to 1:1); revise description; revise SLOs; revise topics, activities & assignments, and grading |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Watchravesringkan, Steimle) Approved |

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| 36. | Course Number & Title: | GEN 748 Research Project |
| | Revision: | Revise credit structure (3:3 to 2:0:2); revise description |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Steimle, Watchravesringkan) Approved |

APPLIED ARTS AND SCIENCES PROGRAM

- **Routine Change**

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| 37. | Course Number & Title: | MAS 610 Culture and Ideas MAS 620 Human Nature and Society MAS 630 Scientific Reasoning |
| | Revision: | Remove prerequisites |
| | Proposed Effective Date: | Fall 2019 |
| | Motion/Action: | (Watchravesringkan, Steimle) Approved |

Jodi Pettazzoni advised due to changes in SACSCOC interpretation of Substantive Change Policy, programs will no longer have the option of being on moratorium. This means program faculty must either accept applicants and have a viable program, or discontinue the program. We can no longer offer an interim status while decisions are made to change or end a program.

We currently have six programs on moratorium, OAA has reached out to these departments to assist with the next steps. If departments choose to discontinue programs, the paperwork/approval process will need to be expedited. Motion to allow exception for Discontinuation requests after the December 3 deadline (Burke, Gill). Motion Approved.

Tu Watchravesringkan will chair the CSC Spring 2019.