

## MINUTES

### **Graduate Studies Committee**

March 25, 2011 meeting

The meeting of the Graduate Studies Committee was called to order by Dr. Ken Snowden at 10:00 a.m. Conference Room A, EUC.

Members Present: Adams, Babb, Bartlett, Carroll, Chesak, Francisco, Hodges, Klase, Lewallen, Mazgaj, Petersen, Rowett-James, Snowden, Teachout, and Tullar. Also present: Barbara Tookey.

Excused Absence: Jackson, Lewis, Meanley, Smits, and Tomkiel.

### **APPROVAL OF MINUTES**

Minutes from the February 25, 2011 meeting were approved as written.

### **REPORT OF THE CHAIR - DR. SNOWDEN**

Dr. Snowden reminded members of upcoming meetings with candidates, and requested that members forward comments to the Search Committee. Presentations by candidates are also posted on the Provost's website for those who were unable to attend the events.

Dr. Snowden presented a report on the IDEALL-CSD subcommittee meeting and additional information which has been requested to be included with the proposal for GSC review based on discussion held during last month's meeting. Rebecca Adams gave an update on efforts to obtain information on GA requirements, and how the submission process will proceed should it be determined that the proposal would be given distance learning status. Following additional discussion on the proposed program by committee members, Dr. Snowden reported that the proposal would be presented during April's meeting.

Dr. Snowden also requested input from committee members on ways to lessen the workload on the Curriculum Subcommittee given the increased volume of curriculum matters. Discussion was held on possible ways to streamline procedures for curriculum review and approval, including checklists, exemplars of syllabi posted online, early deadlines for Graduate Bulletin submission, and sharing the workload among the full committee, especially during January and February. Subcommittee Chair Lewallen advised that the majority of problems have been with proposals for new and/or amended courses with incomplete syllabi, stating the idea of an exemplar in the Curriculum Guide would be good idea. Also suggested were podcasts to educate faculty on how to write a course proposal, as well as SAC's requirement that the syllabus contain measurable student learning outcomes and how those will be achieved, was suggested. Rebecca Adams reported that syllabi development could be included in the Academic Program Committee's proposal for training sessions that was being developed for department heads, DGS and undergraduate directors, including syllabi development. Departmental responsibilities in the approval process were discussed, and as well as how each member of the GSC could help educate departments on the approval process and the importance of ensuring that course proposals meet the standards before being submitted to GSC for approval. Following discussion, Chairman Snowden advised that concerns and suggestions would be summarized and presented at the April meeting. Among these were: (1) podcasts and improved access online, with curriculum information on GSC's website in sync with that contained in the Curriculum Guide; (2) the number and organization of the Curriculum Subcommittee members given the possibility that budget cuts will mandate program discontinuations and the subsequent need for review of these in addition to other curriculum matters. Rebecca Adams asked that she be able to provide information during the GSC's first session of the 2011-2012 GSC to provide SACS guidelines and regulations pertaining to discontinuations.

Chairman Snowden then asked that those wishing to serve on the Curriculum Subcommittee for 2011-2012 contact him. Chairman Snowden will make his appointments at the April meeting.

## REPORT OF THE DEAN - DR. PETERSEN

Dr. Petersen reported that the University will be examining non-instructional programs in both academic and student affairs as part of the program review process. This follows discussion that cuts in non-instructional areas should also be on table in the event of budget cuts.

Dr. Petersen also reported that the premiums for graduate assistant health insurance will increase next year. Premiums were supposed to be lower with system-wide health insurance coverage, and this did occur with a slight reduction in the first year. Coverage was just under \$700 per graduate assistant this year; however, the rate for next year will be 23% higher. While the new health insurance policy does provide better benefits, including vision and prescription drug coverage, the premium will increase \$163 per person. The total cost of insurance coverage for graduate assistants is already over \$500,000, and Dr. Petersen stressed the need to come up with roughly \$125,000 more to cover the additional cost of insurance. He has notified the Provost, and is seeking ways to cover the additional cost.

Dr. Petersen advised that the need to protect graduate assistants in light of threatened budget cuts was discussed during the last meeting of the Deans Council, and there is a wide agreement that this needs to be a high priority. In the face of potential budget cuts, the Graduate School would lose \$500,000 with a 10% cut and \$790,000 with a 15% cut. UNCG spends over \$10 million on graduate assistant stipends, with 25% coming from the Graduate School, 53% from academic units, and 22% from external sources. External support for graduate assistants is up from 18% the previous year. Long term, doctoral programs in the sciences could bring in significantly higher amounts in external funding to support graduate students. A second meeting with the Provost was held to discuss the mechanics necessary to protect graduate assistant funding. One option discussed is to use University reserve funds from F&A which could replace some of the funds lost by the Graduate School if the cuts were 10% or less.

## REPORT OF THE CURRICULUM SUBCOMMITTEE – DR. LEWALLEN

### INFORMATION ITEM:

PBC in Animal Assisted Therapy approved at February meeting has been revised to require an undergraduate degree rather than allowing instructor approval for a waiver of the required degree.

### ROUTINE CHANGES

#### **The following were approved:**

- A. BIO 592 Geonomics – Change course number and prerequisites, effective Fall 2011.  
BIO 692 Geonomics (3:3)  
*Pr. BIO 392 (Genetics) or equivalent, or permission of instructor*
- B. CNR 675 Family Conflict Resolution – Change course number and description, effective Fall 2011.  
CNR 621 Family Conflict Resolution (3:3)  
Explores the family conflict theory, research and methods of working with family conflicts related to divorce (financial and parenting), parent-child, and older adult issues. Assignments include across the lifespan through readings, case studies, and role plays. Topics include divorce, parent-child, dependency, older adults, and family violence. (Same as HDF 675A)
- C. CSC 561 Principles of Computer Architecture – Change prerequisites, effective Fall 2011.  
*Pr. grades of at least C (2.0) in CSC 261, CSC 330, and CSC 350, or permission of instructor*
- D. IAR Problems in Interior Architecture – Add prerequisites, effective Fall 2011.  
**IAR 527 Problems in Interior Architecture (2-6)**  
*Pr. permission of instructor*  
Individual Study
- E. IAR 601 Directed Individual Study in Interior Architecture – Add prerequisites, effective Fall 2011.  
**IAR 601 Directed Individual Study in Interior Architecture (1-6)**  
*Pr. permission of instructor*

F. ~~MTD~~**MUS** 674 Masterpieces of Musical Styles – Change in prefix (*correction to 3/25/11 action*)

G. Nutrition – Change in prerequisites, effective Fall 2011.

**NTR 543 Maternal and Infant Nutrition (3:3)**

*Pr. grade of C (2.0) or better in 213 or equivalent, and BIO 277 or equivalent*

Nutritional needs of pregnant and lactating women, and infants; methods of evaluating nutritional status of these groups; effects of nutrition on pregnancy outcome and infant development.

**NTR 550 Nutrition Assessment (3:2:3)**

*Pr. grade of C (2.0) or better in BIO 277; NTR 213, 313, 413*

Assessment of nutritional status of healthy and ill persons before initiation of medical nutrition therapy. (Fall)

**NTR 553 Child and Adolescent Nutrition (3:3)**

*Pr. grade of C (2.0) or better in 213 or equivalent, and BIO 277 or equivalent*

Nutritional needs of children and adolescents; methods of evaluating nutritional status of these groups; effects of nutrition on development.

**NTR 576 Nutrition and Physical Fitness (3:3)**

*Pr. grade of C (2.0) or better in. BIO 277, NTR 213, and NTR 413 or equivalent required. KIN 375 or 575 recommended*

Metabolism during exercise, ergogenic aids, nutrients' effects on performance, and body composition alterations during training. Gender and age-specific needs and responses to exercise and dietary intake. (Fall) (Same as KIN 576)

H. TED 551 Teaching Practices and Curriculum in English – Effective Fall 2011, change prerequisites and corequisites (students no longer take TED 450 or TED 470).

**TED 551 Teaching Practices and Curriculum in English (3:3:2)**

*\*Pr. 450; TED 545, and admission to teacher education, and overall grade point average (GPA) of 2.75, Coreq. or pr. 470, or permission of instructor. Required of student teachers in English.*

Organization of English in secondary schools; classroom methods, techniques, and activities; teaching materials; testing and evaluation.

I. TED 553 Teaching Practices and Curriculum in Social Studies – Effective Fall 2011, change prerequisites and corequisites (students no longer take TED 450 or TED 470).

**TED 553 Teaching Practices and Curriculum in Social Studies (3:3:2)**

*\*Pr. 450; TED 545, and admission to teacher education, and overall grade point average (GPA) of 2.75, Coreq. or pr. 470, or permission of instructor. Required of student teachers in Social Studies.*

Organization of social studies in secondary schools; classroom methods, techniques, and activities; teaching materials; testing and evaluation.

**NEW/AMENDED COURSE PROPOSALS**

**The following course was approved:**

TED 645 Critical Perspectives on English Language Arts (*Spring 2012*)

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

AFS 554 Black Populism in the New South (*Fall 2011*)

CSD 636 Prevention, Assessment and Intervention of Communication Disorders: Birth-5 (*Fall 2011*)

DCE 654 P-12 Dance Education: Technique and Performance (*Spring 2012*)

DCE 655 P-12 Dance Education: Choreography (*Fall 2012*)

DCE 656 P-12 Dance Education: Critical Thinking/Literacy (*Spring 2013*)

ENT/CHE 615 Entrepreneurship for the Sciences (*Spring 2011*)

ENT/BUS 607 Entrepreneurship: Venture Opportunities and Plan (*Fall 2011*)  
ENT/BUS 608 Corporate Entrepreneurship (*Spring 2011*)  
ENT/BUS 609 Franchising (*Fall 2011*)  
ENT/MUS 661 Entrepreneurial Career Development in Music (*Fall 2011*)  
MAT 519 Topology (*Fall 2011*)  
MAT 525 Intermediate Mathematical Analysis (*Fall 2011*)  
MUS 600 Recital (*Fall 2011*)  
PSC 545 Nonprofit Financial Management and Budgeting (*Spring 2012*)  
ROM 512 Teaching Second Languages in K-12 (*Fall 2011*)  
ROM 519 Second Language Acquisition (*Spring 2012*)  
ROM 665 Clinical Practice/Seminar in Teaching Foreign Languages (*Spring 2012*)  
TED 695 Youth Literacies: Advanced Topics in Education (*Spring 2011*)

**The following were tabled:**

ENT/CED 616 Entrepreneurship in Clinical Settings (*Spring 2011*)  
KIN 522 Internship in Community Youth Sport Development Programs

**PROGRAM REVISIONS**

**The following were approved:**

**The following were approved:**

1. **MA in Speech-Language Pathology**, Department of Communication Sciences and Disorders, effective Fall 2011 (*retroactive for students entering in Summer 2010*).
  - a. No change in total program hours.
  - b. CSD 636 Prevention, Assessment and Intervention of Communication Disorders: Birth-5 (5 semester hours reduced to 3 semester hours).
  - c. Delete CSD 639 Prevention, Assessment and Intervention of Communication Disorders: Late Adolescence and Early Adulthood (3 semester hours), and replace with CSD 616 Motor Speech Disorders (3 semester hours).
  - d. Delete CSD 640 Prevention, Assessment and Interventions of Communication Disorders: Middle and Older Adults (5 semester hours), and replace with CDS 606 Cognitive Linguistic Disorders in Adults (3 semester hours).
  - e. Add 1 semester hour topical seminar – CSD 601 Special Topics in Communication Sciences and Disorders.
  - f. Add choice of topical seminar: CSD 602 Seminar in Speech Pathology: Organic Disorders (3 hours); CSD 603 Seminar in Voice (3 hours); CSD 605 Seminar in Speech Language Pathology (3 hours); CSD 608 Seminar in Cleft Palate (3 hours), or CSD 650 Independent Study (3 hours).
2. **MA in Dance, Dance Education** concentration, Department of Dance, effective Fall 2011 (*retroactive for students entering in Summer 2010*). **[approved with minor revisions to new courses]**
  - a. No change in total program hours.
  - b. Delete DCE 657 Advanced Methods in P-12 Dance Education (3:3) and replace with three new 1-hour courses (DCE 654, DCE 655, and DCE 656).
3. **MS/Ed.S in Clinical Mental Health Counseling/Couple and Family Counseling** concentration, Department of Counseling and Educational Development, effective Fall 2011 (*retroactive for students entering UNCG Fall 2010 and later*). **[approved with clarification of core courses]**
  - No change in program hours for MS/Ed.S. program (remains 72 credit hours)
  - Add MS-only option, reducing program hours from 72 credit hours to 66 credit hours
  - Deletion of six (6) credit hours of required Electives

4. **Post-Baccalaureate Certificate in Conflict Resolution**, Department of Conflict Studies and Dispute Resolution (Conflict and Peace Studies) – Effective Fall 2011, name change and revisions to program requirements:
  - a. Change program name to Post-Baccalaureate Certificate in Conflict and Peace Studies.
  - b. Increase program hours from 15 semester hours to 18 semester hours.
  - c. Revise curriculum from four (4) required core courses and one elective to six (6) courses selected by student and approved by advisor.
  
5. **Post-Baccalaureate Certificate in Entrepreneurship**, Department of Business Administration – Effective Fall 2011, no change in program hours (12 semester hours). **[approved with exception of Healthcare profile]**
  - a. Replace core courses ENT/BUS 600 and ENT/BUS 601 with ENT/BUS 607 Entrepreneurship: Venture Opportunities and Plan.
  - b. Replace core courses ENT/BUS 602 and ENT/BUS 603 with ENT/BUS 608 Corporate Entrepreneurship.
  - c. Delete courses no longer offered: ISM 603, ISM 623, ISM 655, ENT/BUS 600, ENT/BUS 601, ENT/BUS 602, ENT/BUS 603, ENT/BUS 604.
  - d. Under the Creative Industries profile, add ENT/MUS 661 and ENT/ENG 535 under Creative Industries Entrepreneurship.
  - e. Under the Franchising profile, replace ENT/BUS 604 with ENT/BUS 609 Franchising.
  - f. ~~Under the Healthcare profile, replace MBA 744 with ENT/CED 616 Entrepreneurship for Clinical Practice.~~ **[ENT/CED 616 tabled]**
  - g. Under Science, Technology and Innovation profile, replace ISM 603, ISM 623 and ISM 655 and replace with ENT/ISM 672 Web Programming and ENG/CHE 615 Entrepreneurship for the Sciences.
  - h. Under Electives, delete ENT/BUS 604, ISM 603, ISM 623, ISM 655, and MBA 744.
  - i. Under Electives, add MBA 602, MBA 612, MBA 695, and ENT 540.
  
6. **Post-Baccalaureate Certificate in Nonprofit Management**, Department of Political Science, effective Fall 2011. **[approved with minor revision to PSC 545]**
  - No change in program hours.
  - Program revision adds a 3-hour online course (core), PSC 545 Nonprofit Financial Management and Budgeting which will replace multiple one credit hour PSC 511 courses offered on-campus.
  - Optional core courses PSC 511F and PSC 511R to be discontinued with other program requirements adjusted accordingly: 9 credit hours of core courses instead of current 7 credit hours; 3 credit hours of choice requirements instead of 2 credit hours; and 3 credit hours of electives instead of 6 credit hours.
  
7. **MS in Parks and Recreation Management**, Department of Recreation, Tourism, and Hospitality Management, effective Fall 2011 (*retroactive for students admitted in Spring 2011*).
  - a. Reduction in program hours from 37 credit hours to 36 credit hours.
  - b. One credit hour course, RPM 610 Graduate Seminar in Recreation, Parks and Tourism, deemed non-essential to curriculum and recommend elimination of course.
  
8. **M.Ed. in Romance Languages** with a concentration in Spanish Education or French Education, effective Fall 2011. **[Approved with suggested minor modification of ROM 693 course requirements that instructor permission to repeat course more than twice applies only to non-M.Ed. students.]**
  - Classroom practice track only – total number of credit hours: 36-39
  - New/revised admission requirements
  - Related New/Amended Course Proposals:  
 ROM 512 Teaching Second Languages in K-12 (*Fall 2011*)  
 ROM 519 Second Language Acquisition (*Spring 2012*)  
 ROM 665 Clinical Practice/Seminar in Teaching Foreign Languages (*Spring 2012*)

**CHANGE OF DEGREE NAME OR TITLE OF AN EXISTING DEGREE PROGRAM:**

**The following was approved:**

Post-Baccalaureate Certificate in Conflict Resolution, Department of Conflict Studies and Dispute Resolution (Conflict and Peace Studies) – Change program title to **Post-Baccalaureate Certificate in Conflict and Peace Studies**, effective Fall 2011

**REPORT OF THE POLICIES AND PROCEDURES SUBCOMMITTEE – DR. CARROLL**

No report.

**REPORT OF THE STUDENT AFFAIRS SUBCOMMITTEE – DR. MAZGAJ**

No report.

**REPORT OF THE SENATE REPRESENTATIVE – DR. JACKSON**

No report.

**ADJOURNMENT**

With no further business, the meeting adjourned.