



UNCG

The Graduate School

Graduate Studies Committee

GRADUATE STUDIES COMMITTEE MINUTES

Friday, January 27, 2017, 10:15 to 11:45 a.m.

2711 MHRA

In Attendance: Beth Bernhardt, J. Lee Beverly, Kelly Burke, Revell Carr, Laura Chesak, Anthony Cuda, Ruth DeHoog, Virginia Hinton, Randall McMullen, Jodi Pettazzoni, Oliver Thomas (GSA), Kittichai (Tu) Watchravesringkan, Jianjun Wei, Robert Wells, Arlynn Zachary (GSA); Lynn Wyrick, Kim Zinke; David Teachout (UTLC)

Absent with Notice: Kwasi Amoako-Gyampah, Diane Gill, Lisa Henline, Angela Newman

Absent: David Ayers, Norman Chiu

- I. Approval of Minutes from December 6, 2016**
Approved as read.
- II. Report of the Chair – Randall McMullen**
No Report.
- III. Report of the Senate Representative – Revell Carr**
No Report.
- IV. Report of the Vice Provost for Graduate Education – Kelly Burke**
Dr. Burke reported that she is meeting with a departments to discuss graduate students and their progress. Discussion concerning Financial Aid for graduate students enrolled in less than nine hours. The Graduate School is looking at ways of increasing the applicant pool and enhancing the online experience. Currently, when Graduate Assistants are working, applicants have the opportunity to live chat with the GAs. Dr. Burke asked GSC members to share with her, any ideas which might enhance the applicant experience.
Dr. Chesak advised Doctoral Programs with early decision deadlines should keep in mind the deadline for the first round of Fellowship nominations is February 2, 2017. The 2017 Graduate Research & Creativity Expo us Wednesday, April 5th. Please encourage your students to register and attend (may sign up on the GSC website).

V. Report of the Curriculum Subcommittee – Lee Beverly

CSC Information Items (from January 20, 2017 meeting):

ROUTINE CHANGES (Form D)

Approved:

1. **CTR 511 Seminar Financing and Budgeting in Recreation and Parks.**
Examination of ~~current practices in recreation and parks with emphasis on their impact in the delivery of programs and services, and their technological, economic, and political significance in society.~~ **the financial needs and techniques utilized in recreation and parks.** Emphasis on philosophy, terminology, and measurement of economies, revenue streams, and budgets. Revise course title and description. Effective Fall 2017.
2. **CTR 637 Advanced Interventions and Facilitation Techniques in Therapeutic Recreation.** ~~Planning, implementation, and evaluation of a variety of therapeutic recreation facilitation techniques to include intervention descriptions, historical perspectives, efficacy research, and theoretical foundations.~~ **This course will prepare students to select, plan, implement, and evaluate advanced therapeutic recreation interventions using various therapeutic facilitation techniques. Relevant efficacy research and theoretical foundations will be included.** Revise course title and description. Effective Fall 2017.
3. **DCE 621 Administration of Dance.** Introduction to the business of dance including aspects of **building a professional practice relevant to career goals including** grant writing, ~~company~~ **project** development and management, public relations, concert production and presentation. ~~and touring.~~ Revise course description. Effective Fall 2017.
4. **SOC 653 Deviance and Social Control.** Comparative examination of societal responses to deviance. Theoretical and empirical analysis of institutions of ~~deviance and institutions of social control in different types of societies.~~ **Globalization and social control.** Revise course title and description. Effective Spring 2018.
5. **TED 650 Interaction of Classroom Management and Instruction Establishing and Maintaining a Responsive Classroom Environment.** Revise course title. Effective Summer 2018.

NEW/AMENDED COURSES (Form A)

Approved:

1. **NUR 609 The Role of the Nurse Leader in Advanced Quality and Safety (4:2:6).** (New- WEB) Prepares the student to apply principles of quality and safety at the micro (unit) and macro (organizational) system level. Effective Fall 2018.
2. **NUR 644 Nursing Administration Practicum (4:1:9).** (New) *Will have same Bulletin text as NUR 643b, create a new course to allow both courses in Bulletin; will delete 643b one NUR 644 is offered.* Effective Fall 2017 (will not offer until Spring 2020).

3. **CTR 646 Community Recreation Management. Development.** (Amended) Revise course title, description, course content and SLOs, remove prerequisites. Previously Tabled (12/2/16 meeting) *Revisions appear to create a new course, need additional details regarding revisions.*
~~Concepts, principles, and practices in recreation and park management. Emphasis on policy-making process; program, service, and event management; physical resources planning/management; legal environment/risk management; professionalism; issues and trends.~~ **Historical, sociological, and contemporary investigations of the concept of “community” and how it is used for bringing together disparate networks; negotiating resource allocation; group solidarity and collaboration; and civic engagement. This course is scheduled for alternate Spring semesters (even years) starting Spring 2018. Prerequisite CTR 613 or permission of instructor.** Effective Spring 2018.
4. **NUR 652 Advanced Application of Nursing Concepts in Professional Development (4:1:9 3:2:3).** (Amended) Competencies in preparation for professional development roles in nursing. Seminars, conferences, and ~~practica~~ **practicum** emphasize staff and continuing education. *Prerequisite NUR 651* **NUR 616 or permission of instructor.** Revise credit structure, course description, and prerequisites. Effective Fall 2017.

Approved with Revisions:

1. **HDF 656 Race, Class and Culture (3:3).** (New Course) Examination and application of theory and research related to racial/ethnic, social class, and cultural issues; self-awareness and cultural competence are emphasized. Pr. HDF 651, 652, 653, or 655, or permission of instructor. Effective Fall 2017. *Explain how points will equate to grades, include grading scale.*
2. **NUR 642 Organizational Leadership and Management (4:2:6 3:3).** (Amended Course) Revise credit structure. Effective Fall 2018. *Create a New Course for Fall 2018, request available number from the Registrar’s Office, both courses will be in the Fall 2017 Bulletin.*
3. **NUR 643a Strategic Management of Health Care Organization-I (4:3:3 2:6).** (Amended Course) Revise credit structure. Effective Fall 2019. *Create a New Course for Fall 2018, request available number from the Registrar’s Office, both courses will be in the Fall 2017 Bulletin.*

Rejected:

1. **CSD 697-01 Service Learning and Clinical Practicum in International Settings (6:1:15).** Previously Tabled (10/14/16). (New Course - SEM) Compare and contrast professional issues in global settings through guided study-abroad experiences, service learning experiences, and interaction with students and teachers abroad while gaining clinical practicum hours. Pr. Successful completion of two semesters of graduate study in CSD at UNCG. Requested effective date Summer 2017. **Rejected.** *Response did not address the question of course spanning two semesters (Spring/Summer). Return to department with suggestion to create two courses, as course cannot span two semesters. Create second course as 1 credit hour for language modules (spring semester), require as a prerequisite for the second course, CSD 697.*

PROGRAM REVISION (Form G)

Approved:

- 1. Master of Science in Nursing, Nursing Administration Concentration. Required Courses (37 credits) -** Under Degree Requirements Nursing Administration delete ~~NUR 506 Role of Nursing Administration in Quality and Safety~~ and ~~NUR 606 Advanced Quality and Safety~~
add **NUR 609 The Role of the Nurse Leader in Advanced Quality and Safety**
Replace ~~NUR 643b Strategic Management of Health Care Organizations II~~ with **NUR 644 Nursing Administration Practicum**
Effective Fall 2017.
- 2. Doctor of Nursing Practice – Executive Leadership.** Under application and admission requirements add **Applicants with a Master’s degree in nursing with a focus in nursing education from a program accredited by a nationally recognized nursing accrediting agency are eligible for admission after successful completion of the UNCG School of Nursing Post-Baccalaureate Certificate in Nursing Administration.** Effective Fall 2017
- 3. Doctor of Nursing Practice – Adult/Gerontological Primary Care Nurse Practitioner (Post-Master’s entry).** Under application and admission requirements: Master’s degree in nursing with concentration and certification in Adult/Gerontological Nurse Practitioner from a program accredited by a nationally recognized accrediting agency, **or Other APRN concentrations admitted after review of program by Associate Dean for Academic Programs.**
Master’s degree in advanced practice nursing from a program accredited by a nationally recognized nursing accrediting agency. Effective Fall 2017.
- 4. EdD in Kinesiology (Online) (6054).** Reduce required credits from 60 to 54. The EdD in KIN (online) requires a minimum of ~~60~~ 54 semester hours (48 42 of coursework and 12 hours of dissertation). Of the ~~60~~ 54 hours of required course work, a minimum of 24 hours must be completed in KIN, excluding dissertation hours. Revise Bulletin text under Campus Visits, Course Requirements, under Program Leadership in Kinesiology (~~12~~ 6-9 hours minimum; ~~KIN 676 and KIN 750~~ required) add **KIN 750 Seminar in Kinesiology.** remove ~~KIN 731 Curriculum Development in Kinesiology, KIN 732 Analysis of Teaching and Learning;~~ under Interdisciplinary Concepts **in Kinesiology** (~~6-9~~ 6-9 hours minimum; ~~KIN 676 and 750~~ required) remove ~~KIN 665 Physical Activity and Health, KIN 676 Problems, Seminar and KIN 750 Seminar in Kinesiology,~~ replace with **KIN 731 Curriculum Development in Kinesiology, KIN 732 Analysis of Teaching and Learning, KIN 722 Physical Activity and Health, KIN 745 Social Psychology and Physical Activity, and KIN 729 Motor Learning and Performance.** Under **Research/Inquiry/Problem-Solving (9 hours; KIN 701 601, 723 610, and 716 751-required)** remove ~~KIN 601 Applying Research to Professional Practice, KIN 610 Statistical Methods for Kinesiology, and KIN 751 Advanced Research Seminar in Kinesiology~~ replace with **KIN 701 Research Topics in Kinesiology, KIN 723 Statistical Methods for Kinesiology, KIN 716 Mixed Methods in Kinesiology Research, and KIN 717 Qualitative Methods in Kinesiology.** Under ~~Background Course Work in Support of Dissertation (6~~ 12 hours; ~~KIN 751 701 and~~

798 required) ~~With the approval of the advisory committee, Students~~ **complete 6** select at least ~~12~~ hours of course work relevant to the dissertation and ultimate professional goals. **Other courses may be acceptable with advisor and committee approval.** ~~This may be a combination of traditional course work and independent study (no more than 6 hours of independent study).~~ This course work may be taken in kinesiology and/or other departments at UNCG. Remove ~~KIN 701 Research Topics in Kinesiology~~, replace with **KIN 751 Advanced Research Seminar in Kinesiology**. Under **Practicum/Independent Study and Electives (6 9-15 hours)** ~~With the approval of the advisory committee, Students select at least~~ **6 9-15 hours of additional courses.** These courses may be from any of the above categories, or other courses approved by the advisory committee. **At least 3 hours must be selected** from the following: add **KIN 722 Problems Seminar**. Effective Fall 2017.

Approved with Revisions:

- 1. Human Development and Family Studies, MS** – add **HDF 656 Race, Class and Culture** to Core Content. Revise hours under Area of Specialization (~~9-6~~) Area of specialization courses are selected jointly by the student and the faculty advisory committee. All ~~9~~ **6** hours must be fulfilled through content courses, and at least ~~6-3~~ of the ~~9~~ **6** hours must be taken within the Department of Human Development and Family Studies. **Please note that research methods and statistics cannot count as area of specialization courses for M.S. degree.** Effective Fall 2017. *Core Content should be 19 hours*
- 2. Post-Baccalaureate Certificate in Nursing Administration.** At least ~~12~~ **15** credit hours must be successfully completed during a two-year time period to earn the certificate. ~~Fall~~ **Spring** Admits only. **Courses must be taken in Nursing Administration concentration.** Under Certificate Requirements remove ~~NUR 506 Role of Nursing Administration in Quality and Safety~~ ~~NUR 614 Information Technology in Nursing Administration~~ Replace with **NUR 609 The Role of Nurse Leaders in Advanced Quality and Safety** and **NUR 642 Organizational Leadership and Management in Healthcare** Effective Fall 2017. *Submit revised Bulletin text (with new course numbers). The increase in hours may be a substantive change, Jodi will check.*
- 5. Master of Science in Nursing/Master of Business Administration Program.** Under Required Courses (62 credits) remove ~~NUR 506 Role of Nursing Administration in Quality and Safety~~, ~~NUR 606 Advanced Quality and Safety~~, and ~~NUR 643b Strategic Management of Health Care Organizations II~~; add **NUR 609 The Role of the Nurse Leader in Advanced Quality and Safety** and **NUR 644 Nursing Administration Practicum**. Effective Fall 2017. *Submit revised Bulletin text including new course numbers.*

DISCONTINUATION FOR CONCENTRATIONS, CERTIFICATES, AND MINORS (FORM K)

Approved:

1. **Birth/Kindergarten: Interdisciplinary Studies in Education and Development (M Lic Only)**. Discontinue M-LIC. Effective Fall 2017.

INFORMATION ITEMS

1. **CSD 678 Advanced Clinical Practicum in Speech-Language Pathology** (~~5:2:9~~ **Variable 1-9**). Revise credit structure to variable (1-9). Requested effective Summer 2017. *Clarify Repeat for credit, specify maximum number of hours allowed to repeat for credit. Submit revised Bulletin text (Notes – Repeat for credit)*. Clarification received – **Course may be repeated twice up to 9 hours of credit**. Revise Notes language.
2. **Master of Business Administration**. Change in prior master's degree from 3.3 to 3.0, change in number of years work experience, addition of Experience Option. Graduate GPA of at least ~~3.3~~ **3.0** out of 4.0; **AND at least five years of relevant professional work experience; 4. An applicant with a bachelor's degree from a regionally accredited institution and significant work experience may request to waive the GMAT/GRE if the applicant has:**
 - at least seven years of significant progressive professional work experience (may include military service), to be determined by the department admission committee; **AND**
 - a minimum GPA of 3.0; **AND**
 - ~~a demonstration of adequate quantitative ability in form of a statistics or algebra course at the college level with a grade of C or better~~Effective Fall 2017. *Remove final bullet point in item 4, or provide rationale for requirement (...in form of a statistics or algebra course at the college-level), does this indicate a capacity for success in math courses?* Final bullet point removed.

CSC Report accepted and Approved.

VI. Report of the Policies & Procedures Subcommittee – Ruth DeHoog

Included on the Nov. 30, 2016 GSC agenda under Report of the Policies & Procedures Subcommittee (Dr. DeHoog) for initial discussion; to be distributed for comment by the graduate faculty:

Discussion Items:

1. English Proficiency Test Waiver

Current (<https://grs.uncg.edu/graduatebulletin/applying/>):

The English language proficiency requirement may be waived if the applicant is a graduate of a university in a country where English is the official language.

Proposed:

The English language proficiency requirement may be waived if the applicant is a graduate of a university in a country where English is the official language **or the applicant is a graduate of a university where the higher education program coursework was completed in English.**

2. Dismissal from a program.

Current (<https://grs.uncg.edu/graduatebulletin/academiceligibility/>), to be removed and replaced:

Denial of Enrollment

UNCG reserves the right to deny enrollment of any student, even though the student has met the minimum grade point average required, if it is apparent from the student's academic record that the student will not be able to meet the graduation requirements.

Proposed:

Academic Progress and Professionalism

Satisfactory performance in The Graduate School also involves maintaining the professional standards and academic progress expected in a particular discipline or program. Failure to maintain the standards set out in a student's departmental or program handbook may result in dismissal of the student from the program.

Dr. DeHoog reported that she has received feedback from several departments, most were enthusiastic. Suggested wordsmithing to Academic Progress and Professionalism, add terms that might clarify the language:

Academic Progress and Professionalism

Satisfactory performance in The Graduate School also involves maintaining the professional standards and academic progress expected in a particular discipline or program. Failure to maintain the standards **or progress** set out in a student's departmental or program handbook may result in dismissal of the student from the program.

IPC has asked that GSC table English Proficiency Test Waiver language.

Motion to approve item 2. Dismissal from a program with noted revision (Hinton, Chesak) Approved.

VII. Report of the Student Affairs Subcommittee – Anthony Cuda

No Report

VIII. New Business/Other –

Curriculum Review Process - Jodi Pettazzoni and David Teachout - Discussion about processes, documents, etc.

Jodi Pettazzoni and David Teachout have been engaged by the Provost to have conversations with faculty about the curriculum review process. A Curriculum Task Force was created in 2014-15, to review the curricular change processes and recommend changes. The most significant change was the removal of the syllabus requirement (Form A) and the addition of essential course information.

Discussion followed, there is a need for a check list for each review level. The CSC sees so many forms missing simple items. The narrative at the unit level is usually not included. It was noted that many departments do not have a curriculum committee. There is a need for departments to have some type of curriculum committee, as courses exist as part of a whole (curriculum). There is also a need to define responsibilities for university-wide curriculum committees and responsibilities at each level of review.

Curriculum management software would be a valuable asset, improve efficiency, status of proposals would be available to faculty. Discussion followed concerning electronic voting with new software and need for face to face meetings.

Dr. Burke is working with Dr. Pettazzoni to develop flow diagrams for curricular proposals. Training on the curricular process is needed each year. A survey was distributed to faculty Tuesday, Dr. Pettazzoni asked committee members to please complete this. A set of recommendations will be presented to the Provost.

Graduate Enrollment – Dr. Burke reported Graduate enrollment has grown this year. Funding is based on FTE, not headcount. Graduate Assistantship resources have not changed.

Dr. Burke is meeting with program directors to go over numbers, and look at ways to grow with realistic targets for managed growth.

IX. Adjournment

Adjourned at 11:44 a.m.