

Graduate Council
GRADUATE CURRICULUM COMMITTEE
MINUTES

Friday, August 25, 2023 • 11:00 a.m.
Faculty Center

Members of the Graduate Curriculum Committee:

Robert Wells, chair Salih Rakap
Diane Gill Selima Sultana
Dennis LaJeunesse Wanda Williams
Douglas Levine

Members of the Graduate Curriculum Committee Absent:

Gwen Schug Johnette Walser

Ex Officio & Non-Voting Members:

Greg Bell Graduate School
Jodi Pettazzoni Office of Assessment, Accreditation, and Academic Program Planning
Lisa Henline University Registrar's Office
Rachel Olsen University Libraries

AGENDA ITEMS:

I. Welcome and introductions

Chair welcomed committee members and thanked the past chairs, the Office of Assessment, Accreditation, and Academic Program Planning, and the Graduate School for their support. Self-introductions followed.

II. Refresher on curriculum committee processes

Chair provided a refresher on preparation for GCC meetings and the flow of the meetings

- Meeting agendas will be provided one week prior to the meeting
 - Meeting materials are saved in Microsoft Teams and links will be provided in the agenda/email
 - Committee members are to review all proposals and add comments as needed
- Electronic voting will take place (as needed) in between meetings
 - Will include a maximum of 10 simple, well-prepared proposals
 - If items are not approved, they will be moved to the next meeting's agenda

- Approved items will be included as informational items on the next meeting's agenda
- Flow of the meeting
 - Chair states agenda item
 - Review comments in Teams
 - Discussion
 - Motion, followed by second
 - Voting
- Types of motions
 - Approve
 - Approve pending changes
 - Once proposal initiator makes minor changes, the proposal is reviewed by the chair
 - Table
 - Once proposal initiator makes changes, the proposal will be reviewed by the full committee
 - Reject/rollback
 - The committee is unable to approve the proposal

III. Approval of April 14, 2023 minutes

Motion to approve April 14, 2023 minutes (LaJeunesse, Gill). Minutes approved.

IV. New Business

School of Health and Human Sciences

Social Work

01.	Course:	SWK 626 Social Work Research Methods
	Request:	Remove prerequisite
	Eff. Term:	Fall 2024
Motion/Action: (Rakap, LaJeunesse) Approved		

V. Discussion regarding policies on certificates and independent study

- Independent study courses are currently not permitted for certificate students
- Digital Earth Technologies and Global Societies and Governance certificates offer independent study courses as options
 - GES 690, 697, 699

- Dean Bell discussed that the Graduate School has encountered some certificate students attempting to take independent study courses. He stated that the Graduate School would like to offer flexibility to students and invited the Graduate Curriculum Committee to consider the current policy of certificate students not being allowed to take independent study courses. The Policy Committee would need to present a revised policy to the full Graduate Council before changes could be made.
- The committee discussed that the policy may have been put in place to prevent certificate students from replacing required courses with independent study courses and could also serve to protect faculty time and resources. The committee considered that independent study courses could be appropriate if department/program faculty want to include them as options. The committee noted that processes exist within departments for enrolling in independent study courses. The committee also discussed that master's programs have a limit of 6 hours of independent study and doctoral programs have a limit of 15 hours, so a limit of 3 hours could be considered for certificate programs.
- Dean Bell plans to follow up with Geography, Environment, and Sustainability regarding the two impacted certificate programs. The curricula for the certificate programs must be updated in CIM now (independent study courses must be removed as options) in order to comply with the current policy, and Dean Bell will let the department know that the Graduate Council is reviewing the policy.