

Graduate Course and Program Review Committee Minutes

September 29, 2021

Zoom meeting 4524214348

Present: Chad Baker, Cynthia Darin, Robyn Davis, James Delle, Ollie Dreon, Gail Gasparich, Leslie Gates, Ann Gaudino, Laura Granruth, Aileen Hower, Lauren Kaiser, Julia Kane, Susan Kopecki, Kelly Kuhns, Lucie Lehr, Julie Lombardi, Rich Mehrenberg, Cayleigh Minter, Janice Moore, Susanne Nimmrichter, Nicole Pfannenstiel, Beth Powers, Karena Rush, Scott Warner, Tyrone Washington, Tiffany Wright, Charlton Wolfgang, Sepi Yalda

1. Review and Approval of August 2021 Minutes:
 - a. Motion to approve: T. Washington motion. A. Hower second. Approved.

2. Updates and Announcements:
 - a. Graduate Dean updates –
 - i. The minor change in the CAP process was updated.
 - ii. Winter session registration is now open. Encourage your students to enroll.
 - iii. In lieu of a GA banquet there will be a Certificate/Certification Recognition Ceremony in December and one in May.
 - iv. PASSHE Title IX and DEI required training for students –
 1. Not all are in support of an additional requirement.
 2. It is not a class rather a ~1 hour online training session.
 3. Training on those subjects are beneficial to MU.
 4. The roll out and communication to faculty could have been better.
 - b. Visit from the Provost –
 - i. Our new Provost G. Gasparich thanked the graduate coordinators for their service and for handling the additional responsibilities.
 - ii. She shared she has experience serving as a graduate program director.
 - c. Summer Institutes –
 - i. J. Moore from Adult Learning shared 20-21 survey outcomes.
 1. Students come from a variety of districts.
 2. Feedback was mostly positive.
 3. Results show a need for this option.
 4. Areas of interest were displayed.
 - ii. The goal for summer 2022 is 15 courses.
 - iii. There will be an informational dinner later this semester for those who are interested.

3. Graduate Curriculum and Policy Proposals (*GradCAP*):
 - a. ART 581 – Special Topics in Art Education – Proposal 082 -
 - i. <https://wiki.millersville.edu/display/CAP/ART+DESN+New+Course+Proposal+082>

- ii. To increase the number of special topics courses to help the student with school district requirements.
 - iii. Motion to approve: S. Warner motion. K. Kuhns second. Approved.
 - b. EDUC 535 – Literature for Children and Young Adults – Proposal 083 -
 - i. <https://wiki.millersville.edu/display/CAP/EMEE+Course+Change+Proposal+083>
 - ii. Add DL designation.
 - iii. For Post Bacc students; to keep offering online options to them.
 - iv. Motion to approve: R. Mehrenberg motion. J. Lombardi second. Approved.
 - c. WRIT 682 – Genres in Nonfiction Writing – Proposal 178 -
 - i. <https://wiki.millersville.edu/display/CAP/ENGL+Course+Change+Proposal+178>
 - ii. Add DL designation.
 - iii. This was missed a few years back when several courses were updated.
 - iv. Motion to approve: S. Warner motion. A. Gaudino second. Approved.
- 4. Policy and Related Items:
 - a. Thesis and Dissertation Policy discussion (revised old “Thesis Policy”) –
 - i. Next month the working group will have more updates to share.
 - ii. L. Gates checked that all programs with thesis options have been identified.
 - iii. IRB Statement needs language that works for everyone.
 - 1. Be careful on what is excluded.
 - 2. IRB policy can change at any time.
 - 3. Reach out to R. Munoz for clarification.
- 5. Old Business:
 - a. MEd Core –
 - i. Only 5 programs responded to the survey.
 - ii. Those programs will comprise a new sub group who will meet for further discussion.
- 6. New Business:
 - a. Certificate/Certification Recognition Ceremony (continued) –
 - i. There may be a difficulty identifying ahead of time who will complete the program this fall.
 - ii. It was suggested to announce to all those who are close to qualifying, and those who are can apply for the event. This is similar to how we handle the master’s students for Commencement anyway.

Meeting adjourned at 3:25 p.m.

Minutes respectfully submitted by L. Lehr.