2015-2016 Faculty Committee on Graduate Education, Continuing Education, and Special Programs

AGENDA

Wednesday, Jan. 27th at 1:00pm
Marino Conference Room, Cato Center

Committee members: Jo Ann Ewalt (Chair; MPA & Political Science), Barbara Beckingham (Secretary; Geology and Environmental Geosciences), Christine Finnan (Teacher Education and Anthropology), Anthony Varallo (English), Mike Braswell (Accounting & Legal Studies)

Ex-Officio: Amy McCandless (Dean of the Graduate School of the University of Charleston, S.C.), Conseula Francis (Associate Provost for Curriculum and Institutional Resources), and Mary Bergstrom (Interim Registrar)

Guests: Bob Perkins, Jennifer Barrett-Tatum and Tracey Hunter-Doniger (Education), Tim Callahan (EVSS), Craig Plante (Marine Biology), Roger Daniels (Accounting), Franklin Czwzka and Jerry Mackeldon (Registrar), Robyn Olejniczak (Admissions), Allisyn Morgan (Assistant to the Dean of the Graduate School), Karin Roof and Divya Bhati (Office for Institutional Effectiveness and Strategic Planning), Michelle McGrew (Research and Student Services Coordinator), Jon Hakkila (Associate Dean of Graduate School)

A. Call to order.

Chair calls to order at 1:03 pm.

B. Review and approval of the minutes from the Wednesday, October 7th, 2015 meeting.

The committee will use the minutes from the last meeting to prepare a document including recommendations on draft policies for syllabi and course numbering for the Provost. A clarification of the minutes is asked for on whether undergrads could take graduate classes if not in 4+1 program. Amy McCandless confirms there is a draft policy and that it does not prevent good students from taking 600+ level. When ready, the committee could recommend this new policy for undergraduate curriculum.

Motion to approve Tony - Christine seconded. Approval unanimous.

C. New Business

To draft policy for helping proposers to develop syllabi.

Committee approves Jo Ann’s draft course syllabus differentiation guide for support by committee to be implemented.
Jo Ann Ewalt raises a need of clarification of what classifies courses as “meets with”.
“Meets with” courses only share space and professor, but different course syllabi and content.
A syllabi differentiation guide offered by the committee should also include specification for “meets with”. This guide will be send to the Graduate School and other interested parties.

A. MAT Early Childhood Education Proposals
   i. Change/Delete Graduate Program Proposal: Add existing course to requirements or electives, add new courses, delete courses
      1. EDEE 617: Change title, change prerequisite, edit description
      2. EDEE 631: New course
      3. EDEE 640: Change title, edit description
      4. EDEE 682: Change title, edit description
      5. EDEE 695: Change title, edit description

Bob Perkins introduces proposal and legislative requirements that are the impetus for the changes.

MAT program is built for students who have no education courses in their background but want to become teachers. Need to learn from the ground level and obtain preliminary certification. Students with some courses in education often pursue an MED. This explains how MAT is different from many other graduate programs.

Course numbering and “meets with” versus “cross-listing” designations were discussed. It is not possible to renumber graduate courses from 600 to 500 to allow cross-listing because then all MAT courses would be 500 level and all introductory education would have to be moved from 300 to 400 level which would not be appropriate.

Consuela Francis and Bob Perkins explain again how MAT is a particular type of graduate program. Decisions the committee makes for this program aren’t necessarily how these issues would be handled for other programs.

There will be language added to the course numbering policy to treat MAT as a unique program. Christine Finnan offers that MAT could also write up how their program differs and Jo Ann Ewalt adds that the program should come up with language articulating the specific differences and expectations at the graduate level of “meets with”. This should be explicitly expressed on the syllabus so we’re close to the real intent with “meets with”.

Bob Perkins agrees to add language about what it means to “meets with” and they also added to the Graduate Catalog that students cannot gain credit for both undergrad and grad program.

Course title are written in a way that they can be easily tracked for compliance with the legislation.

Motion to approve: Mike Braswell. Seconded: Tony Varallo. Christine Finnan abstains. All approve.
B. MAT Elementary Education Proposals
   i. Change/Delete Graduate Program Proposal: Add new courses, delete courses
      1. EDEE 633: New course

Motion to approve: Tony Varallo. Seconded: Barbara Beckingham. Christine Finnan abstains. All approved.

C. MAT Performing Arts Proposals
   i. Change/Delete Graduate Program Proposal: Add existing course to requirements or electives, delete courses
      1. PUBA 663: Delete; add MTLA 648 as a replacement
      2. MUSE 501: New course
      3. MUSE 685: New course
      4. MUSE 704: Change title, edit description
      5. THRE 704: New course
      6. THRE 690: New course

Laura Turner introduces the proposal. Explains “Trends and Issues” course, where students from theater and music concentrations will “meets with”. Largely core content the same but differences in assignments, in same space.

Robin Olejniczak: Will you be going for concentration status in theatre or others?
Laura Turner: It will not make a big difference to graduates having a concentration on their transcript.
Discussion: Get approval with SACS if it will mean something to students. Missed deadline for SACS for 2016 catalog.
Laura Turner makes the decision that for now it will be changed in the catalog to an “emphasis” instead of concentration and they may pursue approval for concentration in the future – the Registrar will enact this change.

Jo Ann Ewalt suggests changing credit hours for Choral Ensemble MUSE 501. Instead of 1 credit hour course + 2-3 Lab, make it a variable credit course.
Divya Bhati and Mary Bergstrom also recommend changing to 1-3 variable credit hours. Consuela Francis adds that program could require 1 credit hour but students can go over. Therefore, program wouldn’t need to change credit requirements.

Whether or not the course is technically a lab is discussed and whether an “-L” designation is required.
Consuela Francis: A lab has a particular definition: a 1 credit component with 3 contact hours.
Franklin Czwzka and Jerry Mackeldon suggest it could be called a discussion group instead. Form doesn’t allow for many other options. At the undergraduate level, one parallel use designation is a “studio group”.

Jo Ann Ewalt and Consuela Francis sum up the issue; students should not be required to do more work than they are receiving credit for.

Jo Ann Ewalt moves to approve proposal with caveat of solving credit hour / contact hour issue (i.e. for MUSE 501). Laura Turner agrees to solve with registrar and make sure it follows credit hour policy.

Christina approves, Tony seconds. All approve proposal under this stipulation.
D. MAT Special Education Proposal
   i. EDFS 654: Add existing course to requirements or electives

Bob Perkins introduces proposal to allow the undergraduate course to satisfy this prerequisite. This is how other MAT programs often handle prerequisites such as this one.

Barbara Beckingham asks whether graduate course version needs to be offered at all. Christine Finnan and Bob Perkins agree that course could be removed from catalog later.

Barbara Beckingham motions to approve. Tony Varallo seconds. All approve.

E. MS Environmental Studies Proposal
   i. EVSS 695: Change credits/contact hours, edit description

Tim Callahan introduces proposal to expand the credit hour options for offering Special Topics courses.

Jo Ann Ewalt asks how many times a student can take Special Topics courses. Tim Callahan responds that the limit would be the number of electives, and taking multiple would be fine as long as it fits a student’s program of study.

Amy McCandless notes that the grading scheme given in the proposal is from undergraduate curriculum and Tim Callahan says this was a mistake and will be fixed.

Motion to approve: Barbara Beckingham. Second: Tony Varallo. All approve.

F. MS Marine Biology Proposals
   i. Change/Delete Graduate Program Proposal: Delete existing courses
      1. BIOL 510: Delete course
      2. BIOL 631: Delete course
      3. BIOL 700 change to variable credit

Craig Plante introduces proposal. Two courses that have not been offered in decades are proposed to be deleted. The other change is to make BIOL700 thesis research a variable credit offering. The intention of this change is to give students more flexibility in the program to take another elective course without added financial burden which will also have the effect of making it so that more electives will have adequate student numbers.

Christine Finnan asks: What effect does this have on their ability to do their thesis research?
Craig Plante: None. They still have to perform research, present and defend a proposal and thesis – this does not change.
Barbara Beckingham asks whether students could audit or sit in on courses they want to take. The reason this doesn’t help is that students still pay to audit courses.

Jon Hakilla: Graduate requirements just say they need to complete thesis and not that they need 4 credit hours?
Craig: It does say they need 4 credit hours. In reality, students do much more work than is reflected in the number of credit hours they enroll in for research. This change will give students the option to take less credit hours in research, but they don’t have to.
Barbara Beckingham: Another possibility to add flexibility would be to reduce number of core courses.
Craig Plante: This has been part of our committee’s discussion too. Option would be to allow students to take 3 of 4 core courses but there are also draw-backs to this route. An independent program assessment suggested removing core but past students recommend not to; the core provides a strong background.
Amy McCandless: Some students will register multiple times in 900 continuous enrollment to stay enrolled while doing research outside time to completion. Not unusual to see 3-3.5 yrs for completion.

Barbara Beckingham: Could there be an issue with acceptance of Masters students to PhD programs given lower number of thesis credits in comparison to peers? Perhaps this change would affect how their record is viewed.
Craig Plante: No. No program would not accept a student based on that. Discussion follows that transcripts can be a focus of admissions to some programs.

Divya Bhati: It is hard to justify this type of change to add flexibility. This is in violation of credit hour policy from SACSCOC.

Committee: The issue is that students will be receiving different amount of credit for essentially the same work.

Other options are floated.
Jon Hakilla: Could a solution be to separate thesis and research from title into different courses?
Discussion: Research would be a necessary part of the thesis.
Christine Finnan: 1 hour thesis, then option of 3 hour research course. Some though may take elective.
Discussion: Would fall into same compliance issues with students getting different credit for same work.

Jo Ann Ewalt proposes to vote on proposal elements separately.
Course deletions:
Tony Varallo approve, Mike Braswell seconds. Approval is unanimous.

BIOL 700 thesis credit hour motion to approve as is: Mike Braswell motions to approve, Tony Varallo seconds. Opposed: All opposed. Proposal is not approved.

G. MS Accountancy Proposals
i. Change/Delete Graduate Program Proposal: Add new courses, edit course description
   1. ACCT 551: New course
   2. ACCT 538: New course
   3. ACCT 589: New course
   4. ACCT 531: Edit course description
   5. ACCT 542: Delete course
   6. ACCT 543: Delete course
   7. ACCT 545: Delete course

Roger Daniels introduces proposal. In short, several courses are out of date and others should be made permanent courses out of Special Topics.

Franklin Czwzka: ACCY 551 not available. Could change to 550.
Jerry Mackeldon: Will this course be added to the Degree Requirements? Says no. But, the form should really say “yes” and then specify that it is an elective.

Barbara Beckingham, to the committee: We understand the reason for the deletion for this ACCY proposal, but I think in future for course deletion proposal there should be more detail in the justification section, i.e. show where content would be covered in other courses.

Motion to approve: Christine, seconded by Tony. All approve.

D. For the good of the order.

No time remaining for the good of the order – agenda item skipped.

E. Adjournment.

Christine Finnan motions to adjourn, and all approve. Meeting adjourned at 3:08 pm.

The next meeting will be held February 24th, 2015 at 1:00 p.m. in the Marino Conference Room.