Attending Committee Members: Sandy Slater (Chair; History), Amanda Ruth-McSwain (Communication), Brian Bossak (Heath and Human Performance), Shawn Morrison (French, Francophone, and Italian Studies)

Attending Ex-Officio: Jon Hakkila (Graduate School), Godfrey Gibbison (Dean of the Graduate School of the University of Charleston, S.C.), Divya Bhati (Institutional Effectiveness & Strategic Planning), Mary Bergstrom (Registrar), Franklin Czwazka (Registrar), Lynne Ford (Academic Affairs).

A. Call to Order

B. Introduce New Members
   1. Chair, Sandy Slater, welcomes Brian Bossak and Shawn Morrison as new members of the Graduate Education Committee for the 2019-2020 academic year.

C. Expansion of standing members from five to seven
   1. Chair Slater shared an update on the petition to increase the size of the Graduate Education Committee to seven members (from five members). The petition was passed by Faculty Senate on October 1, 2019, and the recruitment of two new members for the current academic year is underway.

D. Brief Overview of Curriculog
   1. Franklin Czwazka, Catalog and Curriculum Systems Manager, from the Registrar’s Office shared an overview of Curriculog in an effort to familiarize committee members on the use of Curriculog for proposal review and discussion. The following points were covered during his presentation:
      i. The Curriculog website at http://academicaffairs.cofc.edu/curriculum/curriculog/index.php is a resource on the curriculum revisions and review process as well as Curriculog training sessions.
         1. Encouragement to review the “Resources (FAQ)” section of the website first if a question arises
      ii. A Curriculog Guidebook is available on MyCharleston and Curriculog (cofc.curriculog.com).
      iii. This year the Curriculog dashboard has been revised to share how to access proposals; the inclusion of the Graduate School as a stop in the workflow process has also been a recent revision to the proposal review process.
      iv. Chair Slater mentioned that she does not use Curriculog to create committee agendas, but id happy to use the option if committee members had a preference (they do not).
      v. Curriculum proposal forms are now streamlined and cleaned up before moving onto the next level of review and approval for readability and organization purposes.

E. Brief Discussion of SACSCOC Developments
   1. Divya Bhati, AVP for Institutional Effectiveness, shared a resource/packet of information on relevant SACSCOC Policies and Standards to support the work of the Graduate Education Committee this year. The following points were discussed during her presentation:
      i. Review of the substantive change language and process.
      ii. Review of SACSCOC revisions over the past year.
         1. Combined program (i.e. 4+1 programs)
            a. Policy 9.2 – Number of credit hours to be completed at the baccalaureate level versus the graduate/professional level.
            b. Policy 9.6 – Differences between graduate/professional degree programs and undergraduate programs in rigor and curriculum
2. Joint programs
   iii. Interim Dean Gibbison shared his concern surrounding SACSCOC policies being interpreted as the letter of the law versus the spirit of the law.

F. English to Speakers of Other Languages I Graduate Certificate - ESO1
   1. Increase the number of credit hours required for the ESOL Certificate Program from 12 credit hours to 15 credit hours. Adding these 3 credit hours will allow the ESOL Certificate program to conform to current state guidelines for add-on ESOL certification for teaching licenses. The state requires 15 credit hours of coursework and this change will keep our program current with state guidelines.
      i. Discussion: Committee member Bossak asked about the timeline of the change in relation to the state’s revision to state guidelines. It was explained that the state did not change their guidelines, the ESOL program simply never acknowledged those guidelines in the program’s requirements/offerings.
      ii. Committee Member Morrison submitted the motion to pass the revision to the ESOL Certificate Program from 12 credit hours to 15 credit hours. Committee member Ruth-McSwain seconded the main motion. The motion carried with a 4-0 vote; the program revision was approved.

G. Evaluation of Joint Programs with the Citadel
   1. Chair Slater explained the need to review all current joint programs between the University of South Carolina, S.C. and Citadel/Clemson. Although there are several issues driving this review, the continuous financial loss as well as the considerable investment that these programs require are the primary reasons for a timely review.
   2. Changes to the MOAs are necessary and will be informed by an investigation into the relationship between the curriculum and the partnership (i.e. curriculum impact if the partnership did not exist), distribution of responsibilities and the imbalance of work, catalog issues and inconsistencies in degree information between partner universities, and the desired, revised expectations for these partnerships/relationships.
   3. The three programs slated for review include the MA in History (Citadel), MS in Computer and Information Sciences (Citadel), the MS in Historic Preservation (Clemson). The MA in English (Citadel) is also a possible program to review, but they are working on a substantial viability plan for the program, which depending on that plan, may exclude them from the review.
   4. Chair Slater will convene with Dean Gibbison, Provost Del Maestro, and Associate Dean John Hakklkla to draw up a formal request for review and information.

H. For the Good of the Order.
   1. The next meeting will be November 8, 2019 in RSS 235

I. Adjournment.