

## **Graduate Committee Meeting Minutes January 13, 2017**

**Attendance:** Marc Peretz, Chair; Anthony Bowrin, Fenobia Dallas, Joe Jaksa, Yu Liu, Jason Pagano, and Vetta Vratulis. **Absent:** Marilyn Skrocki

Meeting called to order at 10:37 a.m. by Marc Peretz.

A motion was made and seconded to approve the November 11, 2016 minutes. The minutes were approved, 7-0-0.

### **Graduate Teaching Application**

The teaching application for Joseph Ofori-Dankwa (College of Business & Management) was approved, 7-0-0.

### **Graduate Course/Program/Policy Proposals:**

The MS-CSIS program proposal and related course proposals (CSIS 501, 503, 510, 521, 531, 566, 576, 582, 586, 621, 633, 662, 671, 696, and 697) were discussed by the committee and deferred to our next meeting on January 20, 2017. The committee necessitated the need for clarification with regards to the cross-listing of courses and counting courses in the CSIS program along with resources relevant to the program proposal. The committee therefore plans to discuss this further with CSIS faculty.

The MSW program proposal and related course proposals (MSW 500, 510, 530a, 530b, 531, 540, 541, 550a, 550b, 551, 560, 561, 580, 581, 582, 630, 641, 660, 661, 680, 681, 690) were both approved (7-0-0) with minor editorial changes. The sentences under Admission requirements are to be deleted: Completion of an undergraduate social sciences research methods course acceptable to the admissions committee with a grade of A or better. Students who have not completed this requirement may be admitted contingent on their completion of a graduate research methods course (SW 540) prior to beginning the MSW program. A minor typo regarding MSW 550b should be pre-requisite and not pre-requisites. For MSW 681 there was a spelling error in the title.

The ED.S. program proposal was approved (7-0-0) with an editorial change of deleting the word "semester" in the Program Description.

Course proposals CMA 550 and ETD 515 were discussed and deferred to our next meeting as CSIS courses are cross-listed.

HS courses (510, 600, 630, and 672) were discussed and deferred to our next meeting as the Management & Marketing Department within the College of Business Management was not considered as one of the affected departments.

**Other Business:**

There was the mentioning of the status of the Graduate Program Policies concerning minimum standards. The committee has agreed on these changes per English language requirements for international students and the minimum grade requirement.

Jaksa congratulated Marc Peretz and Anthony Bowrin on their dean promotions within the College of Arts & Behavioral Sciences and College of Business Management, respectively.

Meeting adjourned at 11:53 a.m.

Submitted by Jason Pagano