

Steering Committee

Wed., December 4, 2024 • 1:30-2:50 pm

Gitenstein Library, Room 123

Present: Jackie Anderson, Brittany Aydelotte, Jana Gevertz, Suzanne McCotter, Mindi McMann, Jennifer Palmgren, Felicia Steele, Jared Williams

Excused: Chanelle Lester, Kay Potucek, Adriana Tamayo

1. Visit from CFA Co-Chairs Bethany Sewell and Nelson Rodriguez
 - a. Update on disciplinary standards: Received 4 Disciplinary Standards from Marketing & Interdisciplinary Business, iSTEM (sent a memo for changes), Kinesiology and Health Sciences (received revisions), Art Education (approved revisions but asked for one more change);
 - b. Solicited testimony for MOA 149—expect to have a final recommendation by the end of the semester resulting in revisions to the Promotions document;
 - c. Should have recommendations for Staff and Faculty representation to the Board by the beginning of the spring term;
 - d. Update from Suzanne McCotter: negotiating with Matt Wund to revise the FPAF. The accumulation of 5 years of FPAFs should slide into the five year review; hope to streamline and SOSA and MUSE applications; hope will help to support any non-promotion application. Related to the MOA 162; asked a question about a charge about workload. Will probably examine the LPAF at the same time.
2. Visit from Graduate, Global, and Online Education Interim Dean Linda Mayger
 - a. Please review the [charge](#), in particular items [1 & 3 in the GGOE Memo](#), as well as a [memo from CAP](#) regarding their meeting with Dean Mayger.
 - b. Asked about the needs for the program: the establishment of the graduate curriculum committee; consultant from Bernstein said “graduate faculty should be making decisions about graduate education.” Prior to transformation we had a Graduate level CAP. Been getting lots of requests for waivers for undergraduate students in graduate courses. We have not

been good at setting norms for graduate programs. Graduate and undergraduate programs may exist in tension with one another and there need to be norms to establish the quality and consistency of programs.

- c. Question: is there sufficient representation of graduate programs on GSC? Also couldn't the "graduate faculty" govern the graduate programs within the scope of a graduate school curriculum committee?
- d. What are the different layers at evaluation of curriculum committees? Department establishes disciplinary standards? LM thinks that should only be one curriculum committee evaluating curricula. Doesn't think that there is sufficient education for faculty for what a graduate program actually means.
- e. One way to deal with this is by policy: there are both cultural and structural pieces to develop a graduate culture.
- f. Steering: part of the issue is a way to create a more streamlined curriculum process.
- g. Steering: how do we handle this serving the interests of a specific school at the governance level? All other functions (for admissions and brand management) that are normally run by other offices for undergraduate students.
- h. Steering: Clarification that the elevated GSC will affect policy more broadly than just curriculum? Would they have a broader charge? Who would do the sorting out of these different policy issues?
- i. What does this council do vs. what does the School curriculum committee do?
- j. Steering: addressed the hostility question—not perhaps hostility but skepticism

3. Minutes of 11/20/24 approved

Meeting Adjourned

Next meeting: Wednesday, December 18th - 1:30 pm (on zoom)

Materials saved for our next meeting:

1. Ongoing Charges

- a. CSCC - Student Travel Policy
 - i. CSCC asked for an extension until February 28th.
 - ii. [Seeking guidance on International Travel](#)
- b. CAP - [Music Performance Minor](#)
 - i. [Update from CAP](#)
 - ii. Steering emailed Erica Bagnarelli for clarification.

2. New charges

- c. CAP/GSC - Graduate Certificate in Clinical Mental Health Counseling (including new course that has been approved by Department and School Curriculum Committee) ([charge](#)) ([proposal](#)) ([CMCH 645 Syllabus](#)) ([CMCH 645 Course Approval Form](#)) ([CMCH 645 Cover Sheet Final](#))
- d. CAP - Undergraduate Transfer Credit ([charge](#)) ([memo](#)) ([R&R Redlined version](#)) ([policy](#))

3. Discussion

- e. Update: [Policies Impacted by 120-credit degree](#) - discussion of whether these need to go through governance, in particular point IV, "Undergraduate Transfer Credit"
- f. Update: Participating at Graduation Policy ([email](#)) ([policy](#))
- g. Update on [GGOE Memo](#) (smaller items) from Suzanne and Jennifer
 - i. [Graduate Student Probation and Dismissal \(proposed new policy--there is an existing undergraduate policy\)](#)
 - ii. [Approval of Online Programs \(proposed new policy in response to federal requirements\)](#)
 - iii. [Graduate Admissions \(revision--many of the changes are procedural\)](#)
 1. A.vi. "Program Faculty"--should this be Faculty and Staff?
(from 11.20.24 minutes)
 - iv. [Graduate Student Academic Load and Definition \(minor revision of existing policy\)](#)
 - v. [Graduate Certificate Programs \(revised\)](#)

- h. Discussion of opening up the governance document ([list of proposed changes](#))