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MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE

#009

September 14, 2005

Present: Dahms, Gerrath, Joslyn, Mackay, Mitra, Neuhaus, Schumacher-Douglas, Wallace
Absent: Fahmy, Gladden
Guests: Shashi Kaparathi

The meeting was called to order by Chair Joslyn at 12:05 p.m. in Studio IT -Lang 245.

I. Announcements

Chair Joslyn welcomed all present, and members and guests introduced themselves.

II. Review of Typical GCCC Meeting Agenda

Chair Joslyn reviewed a typical agenda as follows:

- < Welcome and introduction of committee members and guests
- < Approval of minutes
- < Review of curriculum review process
 - a. Motion to approve departmental proposals (from college representative)
 - b. Second
 - c. Discussion - this is limited to evaluating university-wide impact and compliance with curriculum policies and procedures
 - d. Vote (subject to Teacher Education Council review)
- < Review of respective curriculum proposals
- < Adjourn; announcement of next meeting

III. Online Technology Support System Demonstration

Joslyn introduced Shashi Kaparathi who developed the online curriculum process, and asked Kaparathi to demonstrate the Web site which contained the abstract, forms (including the consultation forms), and summary information.

Kaparathi indicated the Web site could be accessed as follows and reviewed the various elements of the curriculum Web site:

<http://www.uni.edu/vpaa/>
click on "UNI Curriculum Online"
click on "UCC/GCC" (in upper right hand corner)

As Kaparathi reviewed the consultation section, he reminded members that if a department indicated on the consultation form "has impact - has objection", this Web site will not indicate the objecting department's information as to why it had objections - this would need to be reviewed on the master copy which resides in the Provost Office (Coleen Wagner).

Joslyn thanked Kaparathi for attending this meeting to demonstrate this online support. Joslyn stated this online technology would be set up at each GCCC meeting so the abstract could be viewed in this manner by all members and guests during curriculum review.

IV. Review of Curriculum Packet and Responsibilities

Joslyn distributed the GCCC schedule/assignments for review of the college curriculum packets - these meetings will be held in Studio IT - Lang 245 12:00-1:00 p.m. with the exception of November 9 which will be held in the Presidential Room of Maucker Union.

Joslyn indicated the following as responsibilities of the GCCC college representative:

- < Review college curricular package in depth prior to GCCC meeting
- < Get answers to questions, unresolved matters prior to meeting
- < Invite others from college as guests to GCCC meeting to help explain package and also authorize approval/rejection of resolutions considered at these meetings
- < If unresolved issues arise during GCCC meeting, College representative will take questions back to department(s) for clarifications and answers, to bring forward during last GCCC meeting (catch-up session)

The next meeting will be Wednesday, **September 28, 12:00 p.m., Studio IT - Lang 245**, at which time the College of Business Administration curriculum packet will be reviewed.

There being no further business, meeting adjourned at 12:50 p.m.

Respectfully submitted,
Diane Wallace, GCCC secretary

dmw

cc: Susan Koch
GCCC Alternates
Shirley Uehle
Coleen Wagner
Guests