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MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE
November 29, 2012

Present: J. Bartlett, M. Boyd, S. Coon, C. Lee, J. Marshall, J. Thorson, J. Waldron, L. Walsh, D. Wallace
Alternates: M. Bauman/F. Thompson, K. Clopton/R. Boody
Absent: P. Mackay
Guests: B. Cutter, S. Forbes, D. Rich, R. Traw

The meeting was called to order by Chair Shoshanna Coon at 3:30 p.m. in Lang 115.

I. Introduction and Announcements

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

II. Overview of Scope of Duties

Chair Coon distributed the Scope of Duties for GCCC (attached) and briefly reviewed those duties.

III. Department of Curriculum and Instruction

Chair Coon indicated the Department of Curriculum and Instruction and the Jacobson Center for Literacy Education were proposing three new program certificates for the accelerated curriculum process, and these proposals were sent by email November 19, 2012 to GCCC members.

Clopton moved, Bartlett seconded to approve the following three program certificates:

- *Reading Recovery Teacher Leader*
- *Literacy Intervention Coach (CIM)*
- *Literacy Coach (CLM)*

Forbes stated the Reading Recovery Teacher Leader program is an intense program, and this Reading Recovery Teacher Leader program certificate would acknowledge the expertise of students who complete these 18 credits of reading recovery teacher leader courses that would not otherwise culminate in a degree.

Forbes stated the *Literacy Intervention Coach Comprehensive Intervention Model (CIM)* and the *Literacy Coach Comprehensive Literacy Model (CLM)* program certificates differ by only a couple courses. Traw stated there are great teachers but there is little preparation to "coach" and there is a need for literacy coaches which requires an administrative/leadership/teaching/coaching blend. Traw stated the *CLM* is at the building level/classroom teachers, while the *CIM* is for students who need extra help and is usually outside the building or in different districts.

Forbes stated there were already cohorts in place, but the approval of these program certificates would formalize completion for these students.

Marshall questioned whether this is through Continuing Education or on-campus. Traw responded students were on campus three times per month and in between site visits, they go to them. He indicated blended courses run through Continuing Education.

Marshall indicated that the library offers extra services to continuing education courses (i.e., articles/books can be sent to them) so the library likes to be aware of these programs and courses.

Waldron indicated the optional 1-hour workshop course is a potential concern as regards "temporary graduate faculty status".

Forbes indicated teachers in school are enrolled in the workshop. Traw stated the department/program was cognizant of the importance of graduate faculty status and indicated these instructors/certificate students would be students with master's degrees so they qualify for associate graduate faculty status, and that the application process, which requires demonstration as a leader and a letter of recommendation from administrator, is rigorous.

Traw stated the *CIM* program would bring in approximately 200 students in workshop courses, and the *CLM* program would bring in approximately 50 students for workshop courses.

Boyd questioned whether participants in the workshop were being paid to take the workshop. Forbes responded that it was paid for by the teachers or the district, but "very little" was paid for by the district.

Chair Coon commented that workshop credit (i.e., 1 day event) is a different time equivalency and doesn't have the same homework as a normal class but teachers can use them to move up the salary scale. She commented that up to 6 hours of workshop can be used on a graduate degree program with approval.

GCCC members questioned why the *CLM* and *CIM* are being proposed as two program certificates if it is only two courses that differentiate them (i.e., 6260 or 7397 and a 3-hour approved elective).

Traw, Forbes, and Rich stated they proposed *CLM* and *CIM* as separate program certificates, but were not opposed to renaming/reformatting and combining into one program certificate.

GCCC members were in agreement with this change to one certificate for *CLM* and *CIM*. The department representatives indicated that they would title the single certificate *Partnerships in Comprehensive Literacy Coach*.

Coon cited Thorson's email to her which stated:

"As you know, giving a specific course title to the general seminar number (6289) and requiring it for a major prohibits that exact course number to be used for any other seminar in that department and also apply toward the major. (ie., (LITED 6289 Seminar: *Comprehensive Intervention Model* and LITED 6289 Seminar: *Any Other Topic* cannot be used in the same build.) They could apply 6289 from other departments, but not both in LITED."

Wallace suggested if the department wanted a course in *Comprehensive Literacy Model* and a course in *Comprehensive Intervention Model* it would be better to propose these as two new courses with separate numbers. GCCC members concurred and Forbes stated she would proceed with two new course proposals for these two courses.

Discussion concluded. Forbes asked how she should proceed with the change to the one certificate for CLM and CIM and the two new course proposals. Chair Coon and GCCC members agreed that Forbes could revise the program certificate and send to Chair Coon. Chair Coon would review and, if all changes were made as passed by GCCC, would then move to Graduate Council for approval. The two new course proposals will need to go through the curriculum process, and the certificate can be awarded with a 3-hour elective in place of the new course(s) in the meantime if the new courses are not approved in time for the first students to be awarded the certificate.

Question was called on the motion to approve as amended as follows:

- the *Reading Recovery Teacher Leader* program certificate,
- the *CLM* and *CIM* program certificate (pending revisions into one certificate), and
- two new course proposals forthcoming from department (for courses *Comprehensive Literacy Model* and *Comprehensive Intervention Model*)

Motion carried with one abstention.

The Department indicated they would like these program certificates approved so they could be effective by Summer 2013.

IV. Review of Women's and Gender Studies Graduate Program

Chair Coon indicated Women's and Gender Studies was proposing changes for the accelerated curriculum process, and these proposals were sent by email November 19, 2012 to GCCC members.

Walsh moved, Boyd seconded to approve the Women's and Gender Studies proposals.

- ▶ *M.A. Women's and Gender Studies* (restatement)
- ▶ *WGS 6195 Graduate Internship in Women's and Gender Studies (4 hrs.)* (new course proposal)
- ▶ *WGS 6291 Graduate Proseminar in Women's and Gender Studies (1 hr.)* (new course proposal)
- ▶ *WGS 6290 Introduction to Graduate Research in Women's and Gender Studies* (drop course)

Cutter indicated the M.A. in Women's and Gender Studies was required to undergo restructuring Spring 2012 and the changes proposed constitute the restructuring plan. Cutter indicated this plan was created after examination of

other WGS programs around the country, student outcomes assessment data, student exit surveys, and consultation with external advisory boards.

Cutter indicated the changes include:

- the creation of a new "applied" non-thesis track with focus areas in women's health and gender and violence prevention;
- revised set of core courses and more course options for feminist theory so core is flexible enough to serve the needs of students in both tracks;
- addition of 1-credit-hour WGS graduate proseminar, which replaces the 1-credit-hour Introduction to Graduate Research in WGS being dropped;
- addition of a new 4-credit-hour internship at 6000-level.

Cutter indicated the M.A. in Women's and Gender Studies was on an expedited curriculum schedule and, if approved, would like changes to be effective as soon as possible.

Clopton inquired if there were set standards for hours required in practicum/fieldwork. Coon indicated there was no policy. Cutter indicated 30 hours/credit hour plus writing is required in Women's and Gender Studies and this was modeled after the internship in MPP.

Chair Coon indicated proposing the course *WGS 6195 Graduate Internship in Women's and Gender Studies* as a 4-hour course could potentially not provide enough flexibility, and asked if it may be better to build in some flexibility by changing to 1-4 hours. It was also pointed out that the prerequisite "Must be enrolled in WGS MA program" be revised to "*Must be admitted to WGS MA program; consent of WGS Director.*" and also description reflect "*May be repeated for maximum of 4 hours.*" Cutter concurred and agreed to these changes.

Questions/responses regarding the M.A. in Women's and Gender Studies, in particular regarding the Interdisciplinary Focus area, were as follows:

- Question: Will any hours of "299" be allowed in non-thesis? Response: Not planning to do so.
- Question: If student is on thesis and decides to change, is he/she able to do that? Response: Would say "no" to that change from thesis to non-thesis.
- Question: Is there a list of electives so can plot into program? Response: The program is so individualized a list would be meaningless.
- Question: Does this result in any change in staffing? Response: Groupings ensures that student can take in a timely manner, and so will have the same staffing as before.

Discussion concluded. Cutter asked how she should proceed with these proposals and the recommended changes by GCCC. Chair Coon and GCCC members agreed to the changes, and it was agreed that Cutter could revise the proposals as agreed upon and send to Chair Coon. Chair Coon would review and, if all changes were made as passed by GCCC, would then move to Graduate Council for approval.

Question was called on the motion to approve proposals as amended. **Motion carried and the proposals for the M.A. Women's and Gender Studies program were approved as amended.**

There being no further business, meeting adjourned at 5:15 p.m.

Respectfully submitted,
Diane Wallace, GCCC secretary

dmw