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## University of Northern Iowa Graduate College Curriculum Committee Minutes, February 20, 2013

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**MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE**  
**February 20, 2013**

Present: K. Clopton, S. Coon, C. Lee, P. MacKay, J. Marshall, J. Thorson, J. Waldron, D. Wallace

Alternates: M. Bauman/F. Thompson

Absent: J. Bartlett, M. Boyd, L. Walsh

Guests: J. Maxwell, G. Pohl, J. Zhang

Meeting called to order by Chair Shoshanna Coon at 12:00 p.m. in Lang 115.

- I. **Minutes** from November 29, 2012 meeting were presented. Lee moved to approve the minutes as presented, Waldron seconded. **Motion carried unanimously.**

II. **Women & Gender Studies**

In regard to the non-thesis tracks being presented, Coon reported that the head of HPELS objected to the name "Women's Health," so it is being changed to "Gender & Wellness." This proposal is going back through the necessary approvals. Clopton made a motion to accept this change. The question of why use the term "wellness" as it does not clearly convey track topics. It was noted that this change was a compromise between departments. Motion seconded by Waldron. Discussion concluded. **Motion carried unanimously.**

III. **Certificate: Literacy Education**

As per the GCCC recommendation presented at the November 29, 2012 meeting, the Literacy Intervention Coach (CIM) and Literacy Coach (CLM) program certificates were combined into one. The Department of Curriculum & Instruction is proposing two new courses. These new courses cannot be approved until 2014 curriculum cycle. The department had wanted to have the courses available for 2013, so are putting the Certificates back through the approval process with elective courses. Clopton made a motion to accept the new Certificate proposal. Motion seconded by Marshall. **No further discussion and motion carried unanimously.**

IV. **Technology**

Dr Maxwell indicated he met with Drs Licari & Haack regarding the need to keep both the Doctor of Technology and Master of Science & Technology. Dr Maxwell has created a strong national advisory board. He listed improved retention and enrollment as a goal.

Master of Science in Technology

Zhang specified that there had formerly been seven emphasis areas, they had reduced that number to three, now there will be only one emphasis in the Master of Science & Technology. The Master of Science & Technology will be offered on both Thesis and Non-Thesis options, which was highly recommended by the Advisory Board. Maxwell is proposing one new course: TECH 6300 Advanced Technical Project Management for Engineering and Technology.

Doctor of Technology

Maxwell proposed to resurrect TECH 6297 from 'inactive' status.

Coon noted that the total hours for the MS appear to be down by one and the core is larger.

Coon asked if the department had consulted other departments on campus. Maxwell indicated that he had consulted with Dr Eugene Wallingford (Computer Science), Dr Doug Mupisari (Mathematics) & Dr Leslie Wilson (College of Business). Maxwell proposed the program be reviewed in 4-5 years to prescribe the future of the program. Coon asked if courses are offered for full-time students. Maxwell indicated there is cohort potential.

Waldron expressed concern over the enrollment numbers. Maxwell explained that many enrollment and retention plans are taking too long for students to graduate and UNI's Doctorate fills a niche.

Lee asked how long the MS will take to complete when offered to part-time students. Maxwell explained that the Non-Thesis option is 2 to 2½ years including summers. Coon asked if faculty will be willing to teach summer and Maxwell confirmed there would be faculty available.

Marshall asked if the library had been consulted and Maxwell assured the Council that he had consulted the library.

Lee made a motion to accept the two new courses and the two restatements. Clopton seconded the motion.

Bauman asked about the change in the GRE requirement. Zhang explained that the Analytical score is lower because of the potential international students, but they kept the Quantitative score high.

Lee inquired as to what language tests might be required. Zhang said the TOEFL is required, but there may be exceptions to admission if the score is slightly low, which will include provisional admission conditions and a requirement that TOEFL be retaken. They are prepared to reject applicants if their TOEFL scores are very low.

Coon indicated that the GRE Analytical section is now called Analytical Writing and TOEFL is no longer offered as a computer-based test, so suggestion was made to correct the text.

Zhang asked about the process to make these suggested changes. Coon indicated that the change must go back through all the curriculum steps because no changes should be made in curriculum after the Dean has approved the package. If there are changes, the proposal must go back to originator.

Question came up regarding how to reactivate an inactive course number (ie: TECH 6296). Wallace confirmed that it is acceptable to use same number since nothing about the course has changed.

Bauman and Coon discussed using the word "conversation" in description and numbering in the Learning Outcomes. The department will reword the description.

Coon thought it was a good thing that the department had removed the "9 hours outside department" from the Doctor of Technology requirements. However, Coon expressed concern regarding the number of Student Requests that would be required by having the 9 hours of Technical Electives within the department and the 15 hours of Supporting Course Work as "Approved by Department." When departmental approval is required, students must file a Student Request for each course in order to obtain that approval. Coon suggested that the phrase "Approved by Department" be removed. Maxwell and Zhang will reword these areas.

Discussion ensued regarding adjusting the format of the proposal to include totals. Wallace indicated that she can reformat as long as all requirements exist and departments approve.

Since there was no further discussion, Lee modified her first motion to now approve the Master of Science in Technology proposal and the proposed courses TECH 6200 & TECH 6296. Marshall seconded. **Motion carried unanimously.**

Coon indicated that the Doctor of Technology package will come back with changes.

**V. Leapfrog**

Marshall inquired about training regarding Leapfrog Process and Wallace will plan to provide one-on-one training.

There being no further business, meeting adjourned at 2:15 p.m.

Respectfully Submitted,  
Joy Thorson, GCCC Secretary