

## Graduate Curriculum Committee Minutes

4:00 p.m., Wednesday, November 11, 2015  
DH 312 – Gallegos Board Room

I. The meeting was called to order by Chair Carpenter at 4 p.m.

Members in attendance were Arann Schmidt (Art), Paul Hampton (Biological Sciences), Don Carpenter (Business), Rick Ott (CSMS), Kristy Reuss (substituting for Sandy Forrest, Health Sciences), Kristin Heumann (Kinesiology), Jun Watabe (Music, Theater), Kimberly White (PES), Jake Jones (SBS), and Blake Bickham (CTE). Kristen Hague (LLMC) was unable to attend due to illness.

Ex-officio members in attendance were Steve Werman (AVPAA and Director of Graduate Studies) and Barbara Borst (Library)

### II. Announcement

February 4 is the due date to submit to the GCC chair any curriculum proposals to be approved at the February 24 GCC in order for changes to go into effect in August 2016. The February 24 meeting is the last meeting of 2015-16 that GCC will entertain curriculum proposals. New course and new program proposals also have January 28 deadlines.

### III. Old Business

There was no old business.

### IV. New Business

#### A. Curriculum Proposals:

1. Health Sciences
  - a. New course: NURS 560
  - b. Program modification: MSN

Reuss explained the proposals. The Library Evaluation, a report from the Course Description Evaluator, and department head signatures were missing.

Action: Ott (Bickham) moved to table the proposals to February 24. The motion carried.

#### B. Graduate culture discussion.

Reuss asked for feedback from committee members on what should constitute graduate culture at CMU. Reuss, Carpenter, Heumann, and Werman sit on the Higher Learning Commission Subcommittee for Criterion 3. In the previous institutional self-study, at the end of the Criterion 3 section was the recommendation: “The University should develop an operational plan for the continued development of a more vigorous and inviting culture for its graduate students. CMU

should coordinate application, admission, registration and financial aid processes for its graduate students in a centralized location with a dedicated staff. In addition, CMU should work to promote increased support for both faculty and students in graduate programs.”

GCC members offered several suggestions including:

- smaller class sizes to allow for more student-faculty interaction
- release time for faculty to interact more with graduate students
- need for (non-teaching) graduate assistantships (tuition and stipend)
  - to support faculty who teach graduate courses
  - to provide leadership role with undergraduate students
  - for library and lab support
  - to support affiliations with medical, business, and educational settings
- specialized facilities (labs, study areas, library) for graduate students
- opportunities for graduate students to interact
- marketing and recruiting strategies for graduate programs
- need to improve the application process (including allowing for on-line applications) for graduate students
- release time for faculty to prep new courses or substantially modify existing courses
- possibility of an annual graduate student showcase
- web conferencing capability to interact with distance students
- funding for undergraduate research projects
- funding for research and professional development of graduate faculty
- improved IRB processes
- access to SPSS and qualitative analysis software in more computer labs

The above list is extracted from Reuss’s notes from the discussion and will be provided for use by the HLC3 Subcommittee and by the Graduate Advisory Committee. Werman noted that Dr. McKnight-Tutein has the responsibility to propose a graduate culture plan to the Graduate Advisory Committee.

#### V. Adjournment

The meeting adjourned at 4:30 p.m. based on motion from Heumann (Reuss).

Respectfully submitted,  
Don Carpenter, Chair (for Kristen Hague, Secretary)