

Graduate Curriculum Committee
September 24, 2014
Dominguez Hall 312

Meeting was called to order by Chair Don Carpenter at 4:00pm

Committee members present: Don Carpenter (Business), Sandy Forrest (Health Sciences), Kristen Hague (Languages, Literature and Mass Communication), Paul Hampton (Biological Sciences), Alison Harris (Fine Arts), Kristin Huemann (Kinesiology), Jacob Jones (Social and Behavioral Sciences), Darin Kamstra (Music and Theatre), Phil Kavanagh (Computer Science, Math and Statistics), and Jared Workman (Physical and Environmental Sciences)

Committee members absent: Blake Bickham (Teacher Education)

Ex-officio members present: Barbara Borst (Library), Holly Teal (Registrar), Regis Tucci (Catalog Description Reviewer), and Steve Werman (Academic Affairs/Graduate Programs/Graduate Advisory Committee)

Recording Secretary: Kristen Hague

- I. Introduction: Welcome and introduction of attendees
- II. Announcements
 - A. Membership
 1. Committee has full complement of members; no vacancies
 - B. GCC web page
 1. The Graduate Curriculum Committee web page is now active at <http://www.coloradomesa.edu/facsenate/GraduateCurriculumCommittee1415.html>
 - C. All curriculum policy changes approved by Faculty Senate
- III. Old Business
 - A. No old business
- IV. New Business
 - A. Set meeting dates
 1. GCC is directed to meet twice each semester. The following dates have been suggested for GCC meetings: September 24, December 10, February 25, and April 8. These dates coordinate with Faculty Senate meetings so that proposals and reports can be prepared in advance of scheduled faculty senate meetings. However, the second meetings for the year fall during finals week
 2. Discussion
 - a. Several members of the committee have time conflicts with final exams and would not be able to attend a December 10 meeting
 - b. Moving the meeting into November would mean earlier submission deadlines for paperwork

- c. **Motion: to hold the second meeting of the fall semester on November 19 instead of December 10 (Kavanagh/Workman); motion carried**
- d. **Motion: to adopt the schedule as amended (Kavanagh/Forrest); motion carried**

B. New curriculum forms

- 1. Carpenter distributed revised curriculum forms and reviewed them
- 2. In the past, there have been problems with proposals missing components, and the revised forms aim to eliminate confusion and provide more instruction

C. Student Research Projects at the graduate level; projects and process for IRB approval

- 1. Some students at the graduate level who want to pursue projects using human subjects this year are still waiting for IRB approval
- 2. Discussion
 - a. The nature of the work with human subjects usually determines the amount of time it takes to evaluate proposals
 - b. The issue of how long it takes to review IRB proposals is an administrative question outside of the GCC's purview
 - c. Werman will discuss the issue with Vice President Futhey

D. GCC Subcommittee

- 1. Vice President Futhey has requested that the GCC form a subcommittee for the purposes of reviewing and revising the Student Learning Outcomes currently being used; the deadline is the end of the semester
- 2. Bickham has already volunteered to serve on the committee; Werman, Carpenter, and Forrest, who work closely with graduate programs or whose departments have graduate offerings, also volunteer

E. Curriculum Proposals

- 1. There are no new curriculum proposals

V. Adjournment

- A. **Motion: to adjourn at 4:48 (Huemann/Kavanagh); motion carried**