

**Graduate Programs Committee (GPC)  
Agenda for 11/20/14 meeting at 3:30pm (SON Room #200)**

**GPC Members present: Susan Hall Webb, Dawn McCord, Anja Remshagen, Kareen Malone, Lynn Anderson, Jeannie Pridmore, Hema Ramanathan, Christy Berding, Toby Ziglar, and Susan Welch**

**Guests: Josh Byrd, O.P Copper, and Stephen Bronack**

**1. Minutes: 11/6/2014**

Any Changes, Additions, Modifications

Action: Approved

**2. Course/Program Additions, Modifications, Deletions:**

**A. College of Education**

**1. Program Modification**

a. Educational Technology and Foundations

- i. Program: Post-Baccalaureate Non-Degree Certification in Media (Instructional Technology). (Originator: Cooper, O. P.). MEDT 7461 Instructional Design is moved into the Instructional Technology certification section. MEDT 7464 Designing Technology Enhanced instruction is moved into the Instructional Technology core. MEDT 6463 Cataloging is deleted so that students can take a course toward the Instructional Technology certification – content is merged into MEDT 7478. MEDT 6466 Media Program is deleted so that students can take a course toward the Instructional Technology certification . MEDT 7478 Automating the School Media Center – title changed to Cataloging and Automating, objectives changed, references updated, content updated. EDLE 6322 Curriculum for Educational Leaders is replaced with CURR 6575 Curriculum. Trends and Issues – currently going through the approval process  
The word Track is replaced with the word Concentration to match the wording in Banner.

Request: Modify

Rationale: Course requirements have been updated to reflect more current content.

Action: Approved and please see addendum

**B. College of Arts and Humanities**

**1. Course proposals:**

**a. Music Department**

- i. Course: MUSC 5230 Technology in Music Education (Originator, Byrd, Josh). This fully-online course deals with new technology research, trends, and usage in terms of music education. Topics include creative uses of technology within the classroom, recording/notation/performance applications, applications available on mobile devices, applications used in distance learning environments, and research trends.

Request: Add

Rationale: Integrating technology in Music Education is becoming increasingly more important each year. It is now essential for both delivery and assessment. This course will familiarize the students with current technology applications, websites, software, and hardware available within the music classroom and require them to detail and compare current options, create technology-based lesson plans, produce music through electronic means, and research current technology trends. It is also intended to create lifelong learners as technology is changing yearly.

Action: Approved

**3. Unfinished business from 2013-14 GPC:**

**A. Electronic Submission of Theses and Dissertations via ProQuest Subcommittee**

**B. Graduate Student Summer Library Privileges Subcommittee**

**A. Senate – Graduate Programs Committee... 2014-2015 Members List:**

	<b>Senate Members</b>	
Welch, Susan ( <b>Chair</b> )	swelch@westga.edu	Senate – SON (2015)
Hall, Susan	sehall@westga.edu	Senate – RCOB (2015)
McCord, Dawn	dmccord@westga.edu	Senate-COAH (2017)
Farran, Lama	lfarran@westga.edu	Senate- COE (2017)
Remshagen, Anja	anja@westga.edu	Senate- COSM (2017)
	<b>Faculty Members</b>	
Payne, Greg	gpayne@westga.edu	Faculty – COSM (2015)
Malone, Kareen	kmalone@westga.edu	Faculty- COSS (2016)
Anderson, Lynn	landerso@westga.edu	Faculty- COAH (2015)
Pridmore, Jeannie	jpridmor@westga.edu	Faculty – RCOB (2015)
Ramanathan, Hema	hramanat@westga.edu	Faculty – COE (2015)
Berding, Christy	cberding@westga.edu	Faculty- SON (2016)
Lankford, Shirley	slankfor@westga.edu	Faculty- Library (2016)
	<b>Administrator</b>	

Gantner, Myrna	mgantner@westga.edu	Administrator - Academic Affairs (2015)
Ziglar, Toby	tziglar@westga.edu	Administrator- Director of Graduate & International Admissions
	<b>Student</b>	
Vacant		
<b>GPC Email list:</b> swelch@westga.edu, sehall@westga.edu, dmccord@westga.edu, lfarran@westga.edu, anja@westga.edu, gpayne@westga.edu, kmalone@westga.edu, landerso@westga.edu, jpridmor@westga.edu, hramanat@westga.edu, cberding@westga.edu, slankfor@westga.edu, mgantner@westga.edu, tziglar@westga.edu		

**B. GPC/Senate Agenda Meeting Schedule... 2014-2015:**

<b>GPC Meetings (Thursdays)</b>	<b>GPC Location/Time</b>	<b>Senate Agenda Deadline</b>	<b>Senate &amp; Exec. Committee Meetings</b>	<b>Senate Meetings Location/ Time</b>	<b>Executiv e Committ ee Location /Time</b>
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Dates	SON 200	Dates	Dates	Location TBA	Location TBA
9/4/14	3:00 – 5:00	9/5/14	9/12/14	3:00pm	2:00pm
10/2/14	3:00 – 5:00	10/3/14	10/10/14	3:00pm	2:00pm
11/6/14	3:00 – 5:00	11/7/14	11/14/14	3:00pm	2:00pm
*11/20/14	<b>*3:30 – 5:00</b>	11/21/14	12/5/14	3:00pm	2:00pm
1/15/15	3:00 – 5:00	1/16/15	1/23/15	3:00pm	2:00pm
2/19/15	3:00 – 5:00	2/20/15	2/27/15	3:00pm	2:00pm
3/12/15	3:00 – 5:00	3/13/15	3/27/15	3:00pm	2:00pm
4/16/15	3:00 – 5:00	4/17/15	4/24/15	3:00pm	2:00pm
6/11/15	3:00 – 5:00	6/12/15	6/19/15	3:00pm	2:00pm
7/9/15	3:00 – 5:00	7/10/15	7/17/15	3:00pm	2:00pm
*Note: This meeting will be confirmed based upon any open agenda items as of Wednesday, 11/19/14.	*Note: Change in meeting time.				

**C. In order to review program related submissions, please go to:**

**Graduate Programs Review Site:** <https://apps.westga.edu/catalog/>

- Use Your Email login...
- Select:
  - o Programs
  - o Query Submittals
  - o Status Drop-down
  - § Pending
  - o From the list, Click on the “View” link of each program you wish to review.

#### **D. Revised Shared Governance Procedures:**

The process of notification and approval for the creation/modification of academic programs and curriculum is outlined below (*this describes the areas of responsibility of the Graduate Programs Committee (GPC)*):

1. The following are **actions items** by the Senate and appropriate Senate Subcommittees:
  - o New academic programs and new courses (degrees, majors, minors, concentrations, certificates, etc...)
  - o Changes to a course level (i.e. changing from 3000 to 4000 level)
  - o Adding to or removing a course from the Core Curriculum
  - o Changes to course prerequisites that span across colleges
  - o Modifying the requirements to complete an academic program, including core curriculum
  - o New or modified concentrations within a degree program
2. The following are **information items** for the Senate:
  - o Modifications to XIDS courses (Action Item by the Committee)
  - o Changes in admission standards for an academic program
  - o Suspending (deactivating) or eliminating (terminating) academic programs
  - o Offering an existing academic program more than 95% online
  - o Offering an approved academic program more than 50%, but less than 95% online
3. The following are **reviewed by the Senate graduate and undergraduate programs committees to assure quality of academic programs**
  - o Comprehensive Program Reviews
  - o Academic program and core curriculum learning outcome assessments
4. The following are **not items considered** by the Senate and should be reported directly to office of the Provost:
  - o Modifications/additions/deletions to existing academic program learning outcomes, excluding core curriculum

- o Offering less than 25% or 25-50% of an academic program at an off-site location or online (separate notifications for each change)
- o Minor modifications to courses including : course name, description, course learning outcomes, and prerequisites within a college or school
- o Creation or modifications of assessment artifacts
- o Moving an approved course to online delivery (including both “D” and “N” sections)