

GAAC Minutes
 Friday, March 18, 2016 8:30 -10:00am
 Verhaegen Hall, Room 219

Terry Tomazic – Intrm Assoc Provost Grad Ed	Sanjay Jayaram
Toby Benis	John Martin
Jan Barber	Laura McLaughlin
Georgia Baugh	Christine Werner
Kathleen Walkowiak	Lisa Willoughby
Sue Tebb	Bonnie Wilson
David Crossley	
Sam Jordan	
Angeles Encinara	Ness Sandoval
R Alex Fajardo	Anne Sebert Kuhlmann
John Fu	Kathleen Thatcher
Damon Hall	Steve Sanchez

I. Approval of Minutes – Minutes of February 19, 2016 were approved unanimously

II. Old Business

A. **Global Outcomes (Sanchez and Thatcher)** – Steve Sanchez presented an edit of the outcomes as agreed upon at the last meeting. He clarified that whatever outcomes that are written, these are to be university-wide learning outcomes applicable to all graduate programs for assessment purposes. The Higher Learning Commission (HLC) had tasked the university with coming up with universal learning outcomes for all graduate and undergraduate programs, regardless of major, for all students. This means they are to be written in a manner that is appropriate for everyone, using broad language. This raised a number of concerns due to earlier discussion that the outcomes were to be assessed in aggregate and if there were some programs that did not meet all of the outcomes it would be acceptable. The whole idea of these is that if we see that students are not meeting these goals, then that should be a sign to the academic program that there are things that need to be worked on. With this in mind, the current outcomes may need to be re-worded to encompass all programs. The suggestion was made and accepted to change the wording in the first paragraph to specify that the students are in “degree-granting programs”, because the HLC does not require certificate or non-degree seeking programs to be subject to these outcomes. There was discussion on whether or not the outcomes document should be approved or go back to the units for discussion given the new information that these outcomes are to be met by all programs.

By a vote of 16-0-1 the correction of adding “students in degree-granting programs” was approved, and by a vote of 15-0-2, the outcomes document was approved by GAAC. This will be sent to CADD for approval.

B. **Academic Definitions (Haugen)** – This was tabled until the next meeting due to time restraints.

C. **Policy change on outside work for Graduate Assistants (GA) (Tomazic)** –Diana Carlin had been working on incorporating this change in the Graduate Handbook, and this is not ready yet. It will be tabled until it is ready.

D. **Graduate Student Annual Review Survey (Tomazic)** – The results of the survey of all the grad students excluding Law and Medicine were presented to the committee. There was a 34% response rate, however almost two-thirds of the students they didn't take part in an annual review even though it was required. Part of the problem is that some of the students didn't know they took part in one since it was called something different. Students were also expressing frustration in the fact that they did not receive any feedback from their annual review. These results will be disseminated to the graduate program directors in each individual unit.

E. **GA Limit of 5 years (Benis)** – The English Department is requesting that the language in the Graduate Catalog be changed to remove the limits on funding for assistantships, since they have an MA for 2 years, and a PhD that takes 5 years to complete and the current policy only allows for a maximum of 6 years of funding. The issue was raised that the Graduate Catalog may not be the best place to change this, and that this could be settled at the college-level. A motion was made to add the statement “Exceptions to the policy may be granted by the Dean of the College”.

It was approved unanimously to add the statement “Exceptions to the policy may be granted by the Dean of the College or School.” to the Graduate Catalog. This will be sent to CADD for approval.

F. **Program Review Update** – Program reviews are happening right now. Angie Rellergert is helping out with the logistics.

III. New Business

A. **Policy on Tuition Scholarship for assistants who resign (Tomazic)** – This has been tabled until the next meeting due to time restraints.

B. **FYI- Concentration in Public & Social Policy (Sandoval)** – An informational item was presented to the committee on a new concentration as part of the PhD program in Public & Social policy in conjunction with the Law School and the Criminal Justice program. Sociology and Political Science will also be offering courses that will go towards this concentration. It has been identified as an area of interest. Students will need to take 5 classes to complete the concentration.

C. **FYI- Changes in the graduate programs in English (Benis)** – An informational item was presented to the committee on changes to the English graduate program. They are adding a professional practicum course as a new zero-credit hour class. The main objective is to establish requirements at the Masters and Doctoral level so that classes will be scheduled more systematically and to prepare them to teach in a wide range of institutions. There is no significant change to the curriculum; it is just a requirement to take courses in a certain sequence before graduation.

D. **FYI- Changes in curriculum for the MPH in BSHE (Sebert Kuhlmann)** – An informational item was presented to the committee on changes to the Behavioral Sciences and

Health Education program in the MPH. They did an analysis of their curriculum and found a lot of duplication and overlap, so they are proposing consolidating some of the courses into one semester to give space in the second year to offer an elective to students and allow them the opportunity to take an extra methods course. In doing this, they have had to make small changes to the curriculums into the other degrees. There is no change in credit hour requirements.

IV. Announcements

- A. Next meeting: April 15
- B. Reminder: Annual Reviews must take place
- C. GSA Symposium: April 22, 2016
- D. MAGS Meeting: April 6-8, 2016

Talking Points:

1. Global Learning Outcomes: The final document was approved for recommendation by GAAC and will be sent to CADD and the Provost for final review.
2. Academic Definitions: This will be discussed in the meeting next month so please have all comments and concerns from the units ready for discussion.
3. Survey on Annual Review: Please distribute the results of this survey to your respective units.
4. GA Limit of 5 years: The GAAC Committee voted to add the language "Exceptions to the policy may be granted by the Dean of the College or School." to the graduate catalog where it specifies term limits.