I. Call to Order
Jon Welstead called the meeting to order at 9:10 am.

II. Announcements
There were no announcements.

III. Automatic Consent

A. Approval of meeting minutes from December 18, 2014
   The minutes were approved as distributed.

B. Course Action Requests
   There were no objections or corrections to the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Action</th>
<th>Type of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arch 326</td>
<td>Change</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>Art 509</td>
<td>Change</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>Bus Adm 552</td>
<td>Change</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>English 414</td>
<td>Change</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>English 431</td>
<td>Change</td>
<td>Description</td>
</tr>
<tr>
<td>English 435</td>
<td>Change</td>
<td>Description</td>
</tr>
<tr>
<td>English 436</td>
<td>Change</td>
<td>Title</td>
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<tr>
<td>English 439</td>
<td>Change</td>
<td>Title</td>
</tr>
<tr>
<td>English 615</td>
<td>Change</td>
<td>Prerequisite</td>
</tr>
</tbody>
</table>
IV. New Business

A. New/Substantially Revised Courses

**Bio Sci 536, Applied Microbiology and Biotechnology**
Christine Woywod moved to approve contingent upon the inclusion of more detailed assignment descriptions. Motion passed.

**Chem 743, Medicinal Chemistry I**
Lorraine Halinka Malcoe moved to approve contingent upon creating a subtitle for the class to make it more distinguishable from Chem 744. Motion passed.

**Chem 744, Medicinal Chemistry II**
Aims McGuinness moved to approve contingent upon creating a subtitle for the class to make it more distinguishable from Chem 743 and to delete the “There are no graded assignments” comment from the syllabus. Motion passed.

**English 901, STEM Narratives**
Christine Woywod moved to approve contingent upon the inclusion of what the acronym “STEM” means and separating the commitment grade from the attendance grade requirements. Motion passed.

**English 902, STEM and Public Debate**
Aims McGuinness moved to approve contingent upon the inclusion of what the acronym “STEM” means and separating the commitment grade from the attendance grade requirements. Motion passed.

**English 903, Presenting STEM**
Aims McGuinness moved to approve contingent upon separating the commitment grade from the attendance grade requirements. Motion passed.

**Italian 413, Introduction to Italian to English Translation**
Christine Woywod moved to approve contingent upon increasing the Portfolio aspect of the grade to account for 20%. Motion passed.

**PH 759, Applied Quantitative Methods for Studying Pop Health and Health Disparities**
Aims McGuinness moved to approve contingent upon changing the abbreviation “Pop” to “Popn” to more clearly indicate Population. Motion passed.

B. Program Changes

1. **Certificate of Advanced Study in Teaching and Learning**
   Aims McGuinness moved to approve contingent upon the following deletions (under Time Limit)
Students pursuing the Certificate of Advanced Study in Teaching and Learning will have three years from initial enrollment in a certificate course to complete the certificate requirements.

The reason for this is to make the document comply with the upcoming new certificate policy. The certificate focus area should also be noted on the transcript when awarded. Motion passed.

Changes made:
- Adding Mathematics as a focus area.
- Adding the list of available discipline areas under the certificate to the bulletin copy.

2. Investment Management Certificate
Aims McGuinness moved to approve contingent upon deleting the phrase “co-requisites” from the Eligibility section and replacing it with “taken concurrently.” The Internship is still required and it should be noted. Motion passed.

Changes made:
- The certificate no longer requires the student to be in a degree program.
- Rather than require applicants to have Bus Adm 721 and 771 completed prior to beginning the program, students admitted concurrently enroll in 721 (or UG equivalent Bus Adm 301 if 721 isn’t offered) and 771 with Bus Adm 552 first semester. Additional information is provided regarding the application/admission process.

3. Master of Science in Occupational Therapy
Christine Woywod moved to approve. Motion passed.

Changes made:
- Increase degree program credit requirement from 66 to 69 credits. (Students are required to complete a minimum of 3 credits in a research experience. The research experience was originally built into two required courses. This requirement is better met by enrollment for 1 credit in OccThpy 880, Master’s Project, for three semesters, thus increasing the number of required credits from 66 to 69).

4. Master of Sustainable Peacebuilding
Sarah Davies Cordova moved to approve contingent upon the following deletion:

Applicants may be admitted with course or background deficiencies. Students in the MSP program are expected to satisfy deficiency requirements within two enrolled semesters. No course credits earned in making up deficiencies may be counted toward the degree.
Effective fall 2015, the Graduate School will not monitor deficiencies, and the remaining text is sufficient notice to students.

Changes made:
- Change credits required for program from 48 to 44.
- Add three new topic/content areas from which students can select electives, and drop the requirement that students must take a course in each topic area.
- Add MSP 799, Independent Study, as an option for electives.
- Substitute the term “Fieldwork” for “Internship”.

5. SAS® Certificate
Sarah Davies Cordova moved to approve. Motion passed.

Changes made:
- Include the Department of Sociology and the Department of Economics as departments sponsoring the certificate.
- Add two new courses to the Core Courses Flexible section (Econ 703 and Econ 710).
- Update Elective Courses.

C. Curricular Area Changes

1. Women’s Studies
Christine Woywod moved to approve. Motion passed.

The Old Subject Code was WMNS (Center for Women’s Studies) and the New Subject Code is WGS (Women’s and Gender Studies). Women’s Studies is in the process of changing the name of the department-like body, major, minor, and graduate programs to Women’s and Gender Studies. This change was requested so that the curricular area’s name aligns with these changes.

2. Civil Engineering
Craig Guilbault moved to approve. Motion passed.

The Old Formal Description for the Civ Eng curricular area was Civil Engineering & Mechanics and the New Formal Description is Civil and Environmental Engineering. The department faculty voted to change its name to the Department of Civil and Environmental Engineering to better reflect its current and aspirational teaching, research and service activities and to better reflect the formation of its faculty. The new curricular area description parallels that change.

D. Policy Change

Certificate Policy
Lorraine Halinka Malcoe moved to approve. Motion passed.
Kathleen Koch noted the proposed changes to the Certificate Policy (GFC Doc No 877 Revised and Approved September 20, 2010) as follows:

- Delete the information on page 2 about the levels of students that graduate certificates are designed for. This differentiation is no longer valid.

- There is a minor addition to the Curriculum section. The first sentence should read, “The curriculum should be organized into a structured progression or cohesive collection of courses.” The reason for this is not all certificates have sequential courses.

- Under the Administration section, the last sentence of the first paragraph is replaced with, “The majority of the administrative body must be faculty. The following types of decisions are restricted to faculty, and to academic staff holding probationary or indefinite appointments.”

- A sentence was added to the end of the second paragraph in the Administration section, “The certificate director must be a member of the graduate faculty.”

- A third paragraph was added to the Administration section, “For certificates sponsored by multiple schools/colleges, a lead school or college must be designated. The Graduate School recognizes this school or college as having the approval authority for the certificate program.” (Guests who were present requested addition of language requiring the lead school to consult with constituent units before forwarding any curricular changes. There was consensus to adopt that addition.)

- A paragraph was added to the beginning of the Admission section stating, “All students interested in obtaining a graduate certificate must formally apply through the Graduate school before completion of six credits in the certificate sequence, and pay any required application fees.” This replaces filing a Letter of Intent to pursue the certificate and will allow for better enrollment tracking.

- A section on Pursuing two certificate programs at one time was added after the Admission section. The paragraph states, “A student may work toward a maximum of two UWM graduate certificates concurrently. This does not change the time limit for completion of each individual certificate.”

- A section on Articulation between Certificate and Degree Programs was added to the draft of the policy. It states:
  
  “1. Credits and courses required for a certificate may double count toward meeting UWM graduate degree requirements subject to the following restrictions:
   
   o Credits taken in completion of certificate requirements may not contribute more than 90% of the total credits needed to obtain either a master’s or doctoral degree at UWM.”
Certificate courses used toward meeting degree requirements must be completed within the time limit for the degree.

Degree programs must approve the courses from certificates that can double count toward the degree.

2. Courses completed for a degree may be counted toward a subsequent certificate, subject to all certificate policy requirements.

3. A course may count toward no more than one certificate and one degree.

4. Students may not earn a certificate and a concentration in the same area.”

Lorraine Halinka Malcoe moved to approve the following amendments: item 3 should be struck from the document. Item 4 should be changed to “Students may not earn a certificate subsequent to a concentration in the same area” and renumbered. The GCC approved these amendments.

The draft of the Certificate Policy revision originally had an Articulation between Graduate Certificate Programs section that stated, “No courses or credits may double count from one graduate certificate to another. Minimum credit requirements for each certificate must be met without duplication of any courses.” A guest successfully argued for the following amendment “A maximum of 6 credits may double count from one graduate certificate to another,” which was moved by Sarah Davies Cordova, and approved.

The GCC approved the revised certificate policy as amended.

V. Adjournment

The meeting was adjourned at 10:54 am.

Submitted by Cindy Marifke, Graduate School