

# University of Wisconsin-Milwaukee

## Graduate Curriculum Committee (GCC)

*Tracy Boyer, Chair (Spring 2021)*

**Thursday, March 4, 2021**

### MEETING MINUTES

- Members Present:** Tracy Ann Boyer, Woonsup Choi, Hong Min Park, Erin Ruppel, Anika Wilson
- Absent:** Monna Arvinen-Barrow, Xiaoxia Cao, Marija Gajdardziska-Josifovska (Graduate School); Alessandra Gillen (Graduate School)
- Guests:** Doug Ikre (College of Letters & Science); Kate Masshardt (Helen Bader School of Social Welfare); Ai Bo (Helen Bader School of Social Welfare); Colleen Janczewski (Helen Bader School of Social Welfare); Emmanuel Ngui (Zilber School of Public Health); Yongjin Sung (College of Engineering & Applied Science); George Henion (Zilber School of Public Health); Amy Kirby (Helen Bader School of Social Welfare); Ethan Munson (College of Engineering & Applied Science); Tobiah Deutsch (School of Information Studies); Dietmar Wolfram (School of Information Studies); James Harris (College of Letters & Science); Jeanne Wagner (Helen Bader School of Social Welfare); Joel Rast (Helen Bader School of Social Welfare); Elise Mary Papke (Zilber School of Public Health); Adam Wickersham (Lubar School of Business); Chris Pahl (Lubar School of Business); Amanda Simanek (Zilber School of Public Health); Joan Hayes (Grad Ed); Mark Srite (Lubar School of Business); James Hardy (Lubar School of Business); Kristin Sziarto (College of Letters & Science); Tiffany Nation (Graduate School); Jason Puskar (Graduate School)

#### I. Call to Order

Meeting called to order at 12:33 p.m.

#### II. Announcements

There were no announcements.

#### III. Automatic Consent

A. Approval of Meeting Minutes from **February 4, 2021** and **February 11, 2021**

B. Course Action Requests (See accompanying chart in SharePoint)

<https://panthers.sharepoint.com/sites/GSOR/GCC/GCCDocuments/Forms/GCC%20Docs%20%20All%20%20By%20AY.aspx>

Course	Action	Type of Change
ART 451	Change	Re-Takeable Credit, Course Rules, Prerequisite
ART 452	Change	Prerequisite
ART 454	Change	Description, Prerequisite
ART 456	Change	Title, Re-Takeable Credit, Description, Prerequisite
ART 458	Change	Description, Prerequisite
ART 552	Change	Prerequisite
BUS ADM 445	Change	Course Rules, Prerequisite
BUS ADM 571	Change	Course Level, Prerequisite
CURRINS 537	Change	Grading Options, Description, Prerequisite
CURRINS 556	Change	Prerequisite
FILM 420	Change	Course Rules, Prerequisites
KIN 522	Change	Title, Description, Course Rules, Prerequisite
MATLENG 453	Change	Course Rules, Prerequisite
MUSPERF 701	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 702	Change	Title, Course Credits, Re-Takeable Credit, Grading Options, Course Rules, Prerequisite

MUSPERF 703	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 704	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 705	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 706	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 711	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 721	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 722	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 723	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 724	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 725	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 731	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 732	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 733	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 734	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 735	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 741	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 742	Change	Title, Course Credits, Re-Takeable Credit, Description, Course Rules, Prerequisite
MUSPERF 743	Change	Title, Course Credits, Re-Takeable Credit, Description, Course Rules, Prerequisite
MUSPERF 744	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 745	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 746	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 751	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 761	Change	Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
MUSPERF 921	Change	Title, Course Credits, Re-Takeable Credit, Course Rules, Prerequisite
PRPP 521 (ATRAN)	Change	Title, Subject Code, Course Rules, Prerequisite
SOC WRK 823	Change	Title, Course Credits, Re-Takeable Credit, Description, Prerequisite

#### IV. New Business

##### A. New/Substantially Revised Courses

###### **MECHENG 452**

The program is requesting that the Mechanical Engineering department add this new course to the revised curriculum. This course was offered as a special topics course in Fall 2018.

**GCC Feedback: Required:** (1) Investment of time is very vague. It should specify the total hours for the semester for each item. Specific information on the investment of time by the average student necessary to achieve the learning goals of the course in accordance with the campus credit hour policy. Faculty Document #2838. (2) Full citations are, but they do not conform to any specific citation standard? (3) Misconduct link is outdated. (4) Clarify rounding up on grading scale.

**Recommended:** (1) Graduate work is very insufficient. They are asked to do the same things as UG, with just more depth. Not sure the U/G distinction is 33%, and the description of G requirements is not entirely clear. Confusing wording under additional requirement for Grad Students: "...which may include the problems given to the undergraduate up to 50%. Make grading scheme more continuous for grad grubbing students. Not clear if the extra graduate work is quantitative or qualitatively different from Undergrad component. (2) The weekly schedule also does not appear to accommodate the details of UG/G differences? (3) There is a short description of course, but these are not described as objectives. (4) Specification of course interactions: Between the instructor and students (e.g., email, CANVAS discussion, phone, Skype, voiceover slides, etc.); Between students, for any asynchronous or synchronous discussions (e.g., CANVAS, Skype, social media site, etc.); Between the students and the course content (e.g., CANVAS discussion, UWM or external Websites, etc.).

**Suggested:** (1) The first line reads "course subtitle". Then what is the main title? (2) Please clarify what students will receive on the webpage. Since there are no require, students want to know if there will be detailed handouts or power points.

A motion was made and seconded to contingently approve the course. Motion passed unanimously.

### **PH 730**

The program is requesting a new course. This is a new course which is part of the new Maternal and Child Health Certificate being offered by the Zilber School of Public Health.

**GCC Feedback: Required:** (1) University policy link is missing even though, on p. 4, it will appear on p. 13. The umbrella URL is needed. University Policies: Each syllabus will provide the following link to the Secretary of the University Web site that contains the following University policies: <http://uwm.edu/secu/syllabus-links/>. (2) The time of investment is not explicit. Specific information on the investment of time by the average student necessary to achieve the learning goals of the course in accordance with the campus credit hour policy. Faculty Document #2838. (3) Grading policies – the scale used for grading should be continuous, points allocated for each assignment, but missing weight given to each graded component. (4) Grading scale should mention rounding up to deal with ambiguity of grades in between 93 and 94%, for example. (5) Special Needs requirement. Suggest adding that students must contact the disabilities office per university policy as we are unable to give special accommodation such as extra time without prior documentation from the university office. (6) The Writing Center URL is invalid. (7) University policy requires some form of documentation of the reason for an incomplete. It would be helpful to cite that link.

**Recommended:** (1) A chronology of topics is good, but missing approximate due dates and exam dates for work, (including the final examination date and time if relevant – is it the same as final paper?). (2) Course schedule does not include approximate due dates and should explicitly state there is no final examination. (3) Suggest participation grade clarified and be broken down by component. While page 2 says attendance is not part of the grade, you must attend to participate. (4) It is unclear how the multiple elements of that 20% on page 4 will be graded.

A motion was made and seconded to contingently approve the course. Motion passed unanimously.

### **PH 830**

The program is requesting a new course. This is a new course which is part of the new Maternal and Child Health Certificate being offered by the Zilber School of Public Health.

**GCC Feedback: Required:** (1) University policy URL . University Policies: Each syllabus will provide the following link to the Secretary of the University Web site that contains the following University policies: <http://uwm.edu/secu/syllabus-links/>. (2) Special needs or disability accommodation needs to mention university disability accommodation office documentation. (3) On the academic misconduct, suggest defining the minimum sanction as zero on the assignment with reference to the following university

policy regarding appeals, reporting, and arbitration. (4) Include full electronic citation for online text with date and author. (5) Time of investment. Specific information on the investment of time by the average student necessary to achieve the learning goals of the course in accordance with the campus credit hour policy. Faculty Document #2838

**Recommended:** (1) An alternative attendance makeup is suggested as a student may be legitimately unable to attend online or person and it is a graded component of the course. (2) MCH reference is not fully complete. (3) A chronology of topics is missing approximate due dates.

A motion was made and seconded to contingently approve the course. Motion passed unanimously.

### **SOC WRK 712**

The program is requesting a new course. The faculty in the Social Work Department are working on a larger plan for reconfiguration of the Master of Social Work (MSW) curriculum, and the creation of this course stems from that overall plan. This course is one of a few updates to our curriculum to allow the program to adjust to The Council on Social Work Education (CSWE)'s latest Educational and Policy Standards (EPAS 2015) and fulfill a gap area in the advanced curriculum of the MSW program.

**GCC Feedback: Required:** (1) The umbrella URL is outdated. Some policy URLs are outdated too and unnecessary with the correct umbrella URL. University policy link is not working even though it seems to link to some sort of a PDF file. University Policies: Each syllabus will provide the following link to the Secretary of the University Web site that contains the following University policies: <http://uwm.edu/secu/syllabus-links/>. (2) Time of investment is 105. Please correct. Specific information on the investment of time by the average student necessary to achieve the learning goals of the course in accordance with the campus credit hour policy. Faculty Document #2838

**Recommended:** (1) Due to the late penalty, grades may not be whole numbers. (2) Grading scheme – Indicate you will round up to the nearest percentage point between grade percentages. (3) Week 9 there is something indicated in the grading scheme, but missing in the schedule as due.

**Suggested:** (1) Question: At the end of the “Description” section, it says, “A final grade of B or higher is required in this course to graduate. Students earning less than a B are required to retake the course. “ Is it consistent with the graduate school policy? How can the instructor enforce this? Suggest adding a statement of clarification.

A motion was made and seconded to contingently approve the course. Motion passed unanimously.

### **SOC WRK 795**

The program is requesting a new course. The faculty in the Social Work Department are working on a larger plan for reconfiguration of the Master of Social Work (MSW) curriculum, and the creation of this course stems from that overall plan. This course is one of a few updates to our curriculum to allow the program to adjust to The Council on Social Work Education (CSWE)'s latest Educational and Policy Standards (EPAS 2015). This course further combines content from 2 existing MSW courses into one in order to move towards some credit efficiencies in future program changes.

**GCC Feedback: Required:** (1) Grading weights missing? (2) Indicate grades will be rounded up to next percentage point below grading system. (3) Reading do not have full citations? (4) The umbrella URL is outdated. Some policy URLs are outdated too and unnecessary with the correct umbrella URL. University Policies: Each syllabus will provide the following link to the Secretary of the University Web site that contains the following University policies: <http://uwm.edu/secu/syllabus-links/>.

**Recommended:** (1) Recommend adding info about where to get the required text. (2) Due to the late penalty, grades may not be whole numbers. (3) Some of the readings are greater than 10 years old (akeobeng 2005). (4) Clear statement that the course is online or blended. NEEDED UP FRONT. 3. Specification of course interactions: CLARIFY.

• Between the instructor and students (e.g., e-mail, CANVAS discussion, phone, Skype, voiceover slides, etc.). • Between students, for any asynchronous or synchronous discussions (e.g., CANVAS, Skype, social media site, etc.). • Between the students and the course content (e.g., CANVAS discussion, UWM or external Web sites, etc.). 4. Minimum technical requirements, e.g., computer configuration, any necessary hardware or software. MISSING. 5. Description of the necessary computer skills for success in the course. MISSING. 6. ADD THIS – Contact information for technical help: UWM Help Desk: 229-4040 [help@uwm.edu](mailto:help@uwm.edu) [GetTechHelp.uwm.edu](http://GetTechHelp.uwm.edu)

A motion was made and seconded to contingently approve the course. Motion passed unanimously.

## **B. Program Changes**

### **1. Management, MS: Marketing**

The program change is requesting to move BUS ADM 795: Ideas & Applications of Data Science in Different Fields to required courses and change credit counts accordingly.

A motion was made and seconded to approve this program change. Motion passed unanimously.

### **2. Executive, MBA**

The program change is requesting the following:

1. Reducing credits from 42 to “39 – 42” by removing one seminar in-management for non-concentration students; students opting for a concentration will complete 42 credits.
2. Concentrations in Global Strategic Leadership and Integrated Health Care Leadership will be proposed in separate requests (they will be transcript-designated concentrations and must still pass the 14-day review window – see LBS Doc. 1586. Electives listed here will be the courses offered in these concentrations.

A motion was made and seconded to approve this program change. Motion passed unanimously.

### **3. Computer Science, MS**

The program change request to lower grade requirements on undergraduate requirements, to match the regular track. Provide alternative to COMPSCI 537 which has too deep a pre-req stream. Disallow use of extra COMPSCI 700 credits or of multiple credits in COMPSCI 870.

Administrative Note: The Additional Requirements section (formerly the Program Requirements section) appears as new in the change form because it has been moved from CAT to CIM so any changes can be reviewed by campus governance. A copy of the published 2020 – 21 catalog page that includes the previously approved content is attached to this proposal.

A motion was made and seconded to approve this program change. Motion passed unanimously.

### **4. Criminal Justice, BS / Criminal Justice, MS**

The program change request updating program name to reflect department name.

Additional edits made to this articulation have been made by the Graduate School in order to bring the programmatic information into compliance with the current AMD policy. APCC and GCC do not need to consider these changes; the committees only need to consider the program name that reflects the department name.

A motion was made and seconded to approve this program change. Motion passed unanimously.

### **5. Electrical Engineering, PhD**

The program change request is requesting changes that reduce total credits in the program to 54 (from 66). The credit reduction is achieved by reducing the number of

credits of the minor area and of doctoral thesis, plus the elimination of the quantitative course requirement. Other credit counts are adjusted to maintain the same proportions as before (700+ credits, credits completed at UWM, credits transferred from a prior MS). The specification of what qualifies as a minor area is revised.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **6. Information Technology Management, MS**

The program change request is to move BUS ADM 748 to required courses and BUS ADM 743 to electives; adding new courses BUS ADM 742 and 745; designating BUS ADM 747 as the integrating course.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **7. Management, MS: Accounting**

The program change request the following:

1. Revert degree back to 30 credits required / 0 electives with the addition of the new BUS ADM 846 – Data Analytics in Accounting course.
2. Add BUS ADM 844 and remove 821 from required to eliminate the GRE as an admission requirement.
3. Add BUS ADM 210 to Foundation Courses and change credits to “0 – 24”.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **8. Management, MS: Professional Accounting**

The program change is requesting the following:

1. Creation of BUS ADM 846: Data Analytics in Accounting and addition as a required course in the MS-PA will assist in having the program STEM-eligible. .
2. Changing the MSPA-Assurance Services track to a standard “Professional Accounting” plan and incorporating it as the main plan option (while leaving the optional Taxation track in place).
3. Removing BUS ADM 720 as it will no longer be offered; move BUS ADM 826 from required to electives in the Tax track.
4. Updating the catalog text to read: “Because the undergraduate BBA Accounting major curriculum does not include all coursework needed to successfully pass the Certified Public Accounting (CPA) Exam, the MS-PA program adds advanced work in financial accounting theory, auditing, tax compliance and planning, and law. The program also includes a specialty choice in Taxation which covers multi-Jurisdictional taxation, tax research, tax planning, and corporate taxation. Most students enter a public accounting career specializing in either auditing or tax. Some students choose to work for large corporations or financial institutions.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **9. Public Administration, MPA / Urban Planning, MUP**

The program change request updating Public Administration required course BUS ADM 443: Special Topics in Human Resource Management to new standalone graduate course number BUS ADM 731: Diversity in Organizations.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **10. Public Health, MPH / Social Work, MSW**

The program change is requesting approval of updates to program requirements, consistent with recent approvals in both Social Work and Public Health for a new Field Experience course (SOC WRK 823). SOC WRK 823 is in current process of GCC approval at this time. Removing PH 790 (4 credits), and replacing with SOC WRK

823 (3 credits) and PH 791 (1 credit). SOC WRK 823 is replacing SOC WRK 821. These two courses fulfill the MPH/MSW field experience requirement, and the total credit amount for the FE is not changing.

Also making formatting adjustment to the Advanced Practice Curriculum – Practice courses (the course sequencing was stated in the header previously).

A motion was made and seconded to approve this program change. Motion passed unanimously.

### **C. New Degree, Certificate, or Concentration**

#### **1. Maternal and Child Health Graduate Certificate**

This is a new graduate certificate being offered in the Zilber School of Public Health.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **2. Entrepreneurship, Graduate Certificate**

Creation of a Graduate Certificate in Entrepreneurship, which will replace the former MBA concentration in Entrepreneurship (It will be inactivated). This will allow MS students to obtain this credential, as well as professionals who want to earn the certificate but are not willing to commit to an entire degree program.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **3. Executive, MBA: Global Strategic Leadership**

Create a transcript-designated concentration in Global Strategic Leadership to give EMBA students options and flexibility in achieving their educational goals.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **4. Executive, MBA: Integrated Health Care Leadership**

Create a transcript-designated concentration in Integrated Health Care Leadership to give EMBA students options and flexibility in achieving their educational goals.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **5. Finance, Graduate Certificate**

Creation of a Graduate Certificate in Finance, which will replace the former MBA concentration in Finance (it will be inactivated). This will allow MS students to obtain this credential, as well as professionals who want to earn the certificate but are not willing to commit to an entire degree program.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **6. Health Care Management, Graduate Certificate**

Creation of a Graduate Certificate in Health Care Management, which will replace the former MBA concentration in Finance (it will be inactivated). This will allow MS students to obtain this credential, as well as professionals who want to earn the certificate but are not willing to commit to an entire degree program.

A motion was made and seconded to approve this program change. Motion passed unanimously.

#### **7. Information Science and Technology, BS / Information Science and Technology, MS**

The accelerated B/MSIST (Bachelor of Science and Information Science and Technology to the Masters of Science and Information Science and Technology) is intended for high achieving undergraduates who have demonstrated a high level of

motivation for academic work, and who have clear academic goals in mind. Following prescribed curriculum, the accelerated option affords students an expedited route to the MSIST from the BSIST.

Students may apply for admission to an integrated program as incoming freshmen, continuing UWM students, or transfer students.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**8. Information Technology Management, MS: AI and Data Analytics**

Creating an optional concentration within the existing Information Technology Management, MS degree program to remain relevant and competitive with national programs in artificial intelligence and data analytics.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**9. Marketing, Graduate Certificate**

Creation of a Graduate Certificate in Marketing, which will replace the former MBA concentration in Marketing (it will be inactivated). This will allow MS students to obtain this credential, as well as professionals who want to earn the certificate but are not willing to commit to an entire degree program.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**10. Modern Engineering Leadership, Graduate Certificate**

This is a proposal to create a new Graduate Certificate in Modern Engineering Leadership. The certificate has 12 credits of required courses and 3 credits of electives. The required courses include 6 credits of management topics and 6 credits of data analytics or data science. The elective may be any graduate course taught by CEAS.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**11. Supply Chain Management, Graduate Certificate**

Creation of a Graduate Certificate in Supply Chain Management, which will replace the former MBA concentration in Supply Chain Management (it will be inactivated). This will allow MS students to obtain this credential, as well as professionals who want to earn the certificate but are not willing to commit to an entire degree program.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**12. Urban Studies, BA / Urban Planning, MUP**

This is a proposal for a new accelerated Master of Urban Planning in which the combination of the Urban Studies BA degree and the Master of Urban Planning degree could be completed in five years.

A motion was made and seconded to approve this program change. Motion passed unanimously.

**V. Information Only**

Motion to Suspension of Admission to the MS in Art Education

Notification: Information Only: Request from the Peck School of the Arts to suspend admission to the Art Education, MS program. There are currently no students enrolled in the program, thus there is no need for a teach-out plan. Suspension of admission to the Master of Science in Art Education effective Spring semester 2021.

**VI. Other Business**



Jason Puskar suggested to the committee to think about establishing a form of guidelines for syllabi. He would like to also bring ideas of governance process from the APCC. Jason will research these suggestions and will report back to the committee in April or May. Tiffany Nation recommended that this discussion and update to the committee take place as a debriefing meeting after the last regularly scheduled governance meeting in May.

**VII. Adjournment**

The meeting adjourned at 2:05 p.m.