

**University of Wisconsin-Milwaukee**  
**Graduate Curriculum Committee (GCC)**  
*Tracy Boyer, Chair (Spring 2021)*

**Thursday, May 6, 2021**

**DEBRIEFING MEETING MINUTES**

- Members Present:** Monna Arvinen-Barrow, Tracy Ann Boyer, , Woonsup Choi, Hong Min Park, Erin Ruppel, Anika Wilson
- Absent:** Xiaoxia Cao; Marija Gajdardziska-Josifovska (Graduate School); Alessandra Gillen (Graduate School)
- Guests:** 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. Discuss DRAFT: GCC Procedures for Streamlining Reviews of New and Revised Courses**

GCC Chair, Tracy Boyer informed the committee that in the previous semesters the committee has had some very, very long meetings and many important agenda items got left to the end of the meetings like going over program changes as supposed to spending a lot of time going over syllabi.

Jason Puskar, Associate Dean of the Graduate School, Monna Arvinen-Barrow, GCC committee member, herself, and Tiffany Nation, Graduate Programs Coordinator met previously on April 22<sup>nd</sup> to discuss strategies to make that less onerous in the future meetings.

She directed the committee's attention to the DRAFT: GCC Procedures for Streamlining Reviews of New and Revised Courses that was created by Jason Puskar. She informed the committee that the document doesn't fully address how to make the streamlining process less onerous, but the document summarizes suggestions that were discussed at the pre-meeting.

Discussion took place with the reviewing of the document. #1 on the document was agreed to by the committee to have a half hour to 40 minute orientation meeting at the start of the semester. #2 on the document was rejected by the committee. The remaining items were discussed by the committee.

**IV. Uniform Syllabus Policy**

The committee discussed the Uniform Syllabus Policy and the possibility of putting forth recommendations to add GCC information and Graduate School policies information to the Uniform Syllabus Policy document.

Tracy Boyer summarized that there will be an orientation meeting at the start of each semester and that the Qualtrics will be revisited this summer to see if there are way to change it. She motioned to include program change reviews in the Qualtrics Form during the revisit of the Qualtrics.

The motion was seconded to approved. Motion passed unanimously.

**V. Other Business**

There was no other business.

**VI. Adjournment**

The meeting adjourned at 1:32 p.m.