

University of Wisconsin-Milwaukee
Graduate Curriculum Committee (GCC)

Tracy Boyer, Chair

Thursday, March 3, 2022

MEETING MINUTES

Members Present: John Boyland, Tracy Ann Boyer, Woonsup Choi, Jennifer Gutzman, Teresa Johnson, Katie Vater

Absent: John Roberts, Alessandra Gillen (Graduate School)

Guests: Dietmar Wolfram (School of Information Studies); Matthew Friedel (School of Information Studies); Paula Lucey (College of Nursing); Stephen Wetzel (Peck School of the Arts); Mary Elise Papke (Zilber School of Public Health); Jeb Willenbring (College of Letters and Science); James Hardy (Lubar School of Business); Jay Kapellusch (College of Health Sciences); Justin Almquist (College of Health Sciences); Gillian Rodger (Peck School of Arts); David Hoffman (Peck School of Arts); Jennifer Doering (College of Nursing); Mark Srite (Lubar School of Business); Natalie Chin (Registrar's Office); Kristin Sziarto (College of Letters & Science); Tiffany Nation (Graduate School); Jason Puskar (Graduate School); Joan Hayes (Grad Ed); Bonita Tasman-Klein (Graduate School)

I. Call to Order

Meeting called to order at 12:30 p.m.

II. Announcements

There were no announcements.

III. Automatic Consent

The following meeting minutes and course action requests were approved.

A. Approval of Meeting Minutes from February 3, 2021

B. Course Action Requests

Course	Action	Type of Change
COMPSCI 759	Change	Prerequisite
FILM 450	Change	Re-Takeable for Credit, Course Rules
MATH 321 (325)	Change	Catalog Number, Course Rules, Prerequisite
MATH 423 (427)	Change	Catalog Number, Description, Course Rules, Prerequisite
MATH 521 (523)	Change	Catalog Number, Course Rules, Prerequisite
MATH 522 (524)	Change	Catalog Number, Course Rules, Prerequisite
MATH 703	Change	Title, Description, Course Rules, Prerequisite
MATH 704	Change	Title, Description, Course Rules, Prerequisite
MATH 731 (835)	Change	Catalog Number, Description, Prerequisite
MATH 732 (836)	Change	Catalog Number, Description, Prerequisite
MUSIC 421	Change	Prerequisite
MUSIC 620	Change	Title, Course Credits, Grading Options, Description, Prerequisite
MUSPERF 701	Change	Re-Takeable for Credits, Course Rules
MUSPERF 711	Change	Re-Takeable for Credits, Course Rules
MUSPERF 721	Change	Re-Takeable for Credits, Course Rules
MUSPERF 722	Change	Re-Takeable for Credits, Course Rules
MUSPERF 723	Change	Re-Takeable for Credits, Course Rules
MUSPERF 724	Change	Re-Takeable for Credits, Course Rules

MUSPERF 725	Change	Re-Takeable for Credits, Course Rules
MUSPERF 731	Change	Re-Takeable for Credits, Course Rules
MUSPERF 732	Change	Re-Takeable for Credits, Course Rules
MUSPERF 733	Change	Re-Takeable for Credits, Course Rules
MUSPERF 734	Change	Re-Takeable for Credits, Course Rules
MUSPERF 735	Change	Re-Takeable for Credits, Course Rules
MUSPERF 741	Change	Re-Takeable for Credits, Description, Course Rules
MUSPERF 742	Change	Re-Takeable for Credits, Course Rules
MUSPERF 743	Change	Re-Takeable for Credits, Course Rules
MUSPERF 744	Change	Re-Takeable for Credits, Course Rules
MUSPERF 745	Change	Re-Takeable for Credits, Course Rules
MUSPERF 746	Change	Re-Takeable for Credit, Course Rules
MUSPERF 751	Change	Re-Takeable for Credit, Course Rules

IV. New Business

A. New/Substantially Revised Courses

INFOST 676

This request for a new course is due to the course being offered as a special topics course for several years with sufficient enrollment. It will be easier for this course to count toward appropriate certificates and concentrations by having its own number.

GCC Feedback: Required: The Following Information is Required for All Classes:

(1) Course number 676 should be added to the course title. (2) Please clarify U/UG differential in assignments. Clarifying 33% more additional work for grad students. 33% (1/3) of grad students' grade based on grad-specific work, a small adjustment of the percentages would address this. (3) Please clarify why UG students would not have to preparation for lecture? (4) Please clarify why there are 2 sets of MSIST student learning outcomes? (5) References are needed. The term paper with only 10 references does not seem that much different. (6) The term paper is 30%. Perhaps you can outline if the other assessment (3%) has extra/different requirements. (7) Please clarify time investment. For the hours in the course, it says the student is expected to spend 46 per credit which is 138, and later, they should be expected to spend 140 (which is close), but this not specific for UG/G. For UG it has $126 + 5 = 131$, and $126 + 9 = 135$ for the grad, neither of which are 140. It just seems confusing with all of the different numbers. 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. (8) Please clarify CANVAS email usage. There are an awful lot of rules about email. Does this course have big groups of students? This seems like overkill. (9) Please clarify whether the class is online vs. face to face. It's not clear whether lectures and presentations are synchronous or whether the course is entirely asynchronous. If the students will communicate only with email, and never have face-time, it should be expressed. Make sure the syllabus is just for either U or G or for both. Per Additional Requirements for Online/Hybrid Courses, the following is missing:

1. Clear statement that the course is online or blended. If blended/hybrid, state which aspects are online, and which are face-to-face.
2. 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.).

(10) Secretary of University links URL on pg. 3 is broken. URLs starting with www4 should be corrected. Please update link. (11) Add University policies:

<http://uwm.edu/secu/syllabus-links/> (12) It's not clear what technical requirements are. Per Additional Requirements for Online/Hybrid Courses, the following are missing:

7. Minimum technical requirements, e.g., computer configuration, any necessary hardware or software.
8. Listing or description of the necessary computer skills for success in the course.
 - Contact information for technical help: UWM Help Desk: (414) 229-4040
help@uwm.edu GetTechHelp.uwm.edu

GCC Feedback: Suggestions: (1) The syllabus alludes to Canvas and to SOIS Lamp and Teams page. It would help to have a table explaining where to find things.

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

INFOST 696

This request for a new course represents the second course in a two-course sequence on ethical hacking. INFOST 695 Ethical Hacking I was approved earlier and has been offered. Both INFOST 695 and the proposed INFOST 696 are required for the graduate certificate in Cyber Crime Forensics.

GCC Feedback: Required: The Following information is Required for All Classes:

(1) Course number 696G should be added to the course title. (2) Please clarify U/UG differential in assignments. Clarifying 33% more additional work for grad students. (3) Please clarify time 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. (4) Please clarify attendance for unexcused absences. What does 0 for attendance (for an unexcused absence) mean? (5) Please clarify attendance policy. A single absence causes the entire 15% to be zero? A little clarification would be good. (6) Please clarify term paper for grad students. The term paper of 2000 words does not seem like much for grad students. Are there objectives or directions somewhere else that demonstrate a higher level of performance than the UG students. The directions for the homework seem simplistic for an upper level UG course. (7) There is a broken URL (campus resources). Please update links. (8) Per Additional Requirements for Online/Hybrid Courses, the following are missing:

3. Clear statement that the course is online or blended. If blended/hybrid, state which aspects are online, and which are face-to-face.
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.).
5. Minimum technical requirements, e.g., computer configuration, any necessary hardware or software.
6. Listing or description of the necessary computer skills for success in the course.
 - Contact information for technical help: UWM Help Desk: (414) 229-4040
help@uwm.edu GetTechHelp.uwm.edu

GCC Feedback: Recommended: The Following information is Recommended for All Classes:

(1) Please clarify the posting of assignment. The syllabus talks about "posting" assignments. That sounds like you are requiring Canvas or some other system. Perhaps you could be a little more specific.

GCC Feedback: Suggestions: (1) Is there a reason why you didn't include the assignments before you have the schedule with readings?

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

MUSIC 521

This request for a new course is to expand small ensemble and chamber music offerings due to demand by Versatile Voice and Musical Theater students.

GCC Feedback: Required: The Following information is Required for All Classes:

(1) Please add approximate dates for performances. (2) What is the basic schedule for the semester? Please add basic schedule. (3) Is this a U/G class? If the course is U/G (as shown in CIM), then it needs more information here. Coursework assigned exclusively to graduate students must account for at least a third of their grade. (4) Please clarify differentiation between UG and grad credit. It is unclear what sets the graduate student work apart from the undergraduate work (or if this is even a class for graduate students, as this is not mentioned in the syllabus). The undergrad and grad syllabi differ – need to be clearer on how the work differs for undergrads and grads, and how that factors into the grading system. Not clear that G part (mentoring) is 1/3 of the grade. (5) Please clarify time 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. (6) Per Additional Requirements for Online/Hybrid Courses, the following are missing:

7. Minimum technical requirements, e.g., computer configuration, any necessary hardware or software.
8. Listing or description of the necessary computer skills for success in the course.
 - Contact information for technical help: UWM Help Desk: (414) 229-4040
help@uwm.edu GetTechHelp.uwm.edu

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

B. Program Changes

1. Cinematic Arts, MFA

The program change is requesting to add FILM 761, FILM 763, FILM 764, FILM 781, and FILM 782 to the elective list and deleting conceptual studies from the program.

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

2. Advanced Study in Chamber Music, Graduate Certificate

The program change is requesting to modify the certificate to broaden it beyond chamber music and bring it into line with certificates offered in other music programs.

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

3. Nursing, MN

The program change is requesting in developing of 3 new courses within the MN program in order to create a new MN track for MN-Nursing Education in order to fill a market need. The Nursing Education track will require 5 courses specific for education. Two courses are from the School of Education (Adult Education & Use of Technology for Adult Education) and the 3 courses from Nursing are all new courses (NURS 716, NURS 718, and NURS 719).

Addition of a new access point for RN accelerated entry. This access point is for an RN with a non-nursing degree. Such a student would join the college as a special student and take 4 courses in the RN-BSN program. Once those are completed, the RN can apply for entrance into the MN program. Students in this academic pathway will NOT receive a BSN.

Changes in admission criteria:

- Does not include to GRE.
- It allows direct entry students with a lower GPA in their earlier degree to demonstrate readiness for graduate study by successful (3.0 or greater) achievement of prerequisites.
- Students interested in the Nursing Education track, must have one year of clinical experience at the time of application. This means that direct entry student will not be eligible for this track.

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

4. Occupational Therapy, MS

The program change is requesting to make minor admissions changes on behalf of the MSOT Degree Program Admissions Committee and adding information about how UWM students can apply.

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

5. Interprofessional Public and Population Health, Graduate Certificate

The program change request is the removal of PH 701 which is no longer being offered and adding PH 700 as a substitute.

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

C. New Degree, Certificate, or Concentration

1. Nursing, MN: Clinical Leadership

The program change is requesting in developing of 3 new courses within the MN program in order to create a new MN track for MN-Nursing Education in order to fill a market need. The Nursing Education track will require 5 courses specific for education. Two courses are from the School of Education (Adult Education & Use of Technology for Adult Education) and the 3 courses from Nursing are all new courses (NURS 716, NURS 718, and NURS 719).

Addition of a new access point for RN expedited entry. This access point is for an RN with a non-nursing degree. Such a student would join the college as a special student and take 4 courses in the RN-BSN program. Once those are completed, the RN can apply for entrance into the MN program. Students in this academic pathway will NOT receive a BSN.

Changes in admission criteria:

- Does not include to GRE.
- It allows direct entry students with a lower GPA in their earlier degree to demonstrate readiness for graduate study by successful (3.0 or greater) achievement of prerequisites.
- Students interested in the Nursing Education track, must have one year of clinical experience at the time of application. This means that direct entry student will not be eligible for this track.

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

2. Nursing, MN: Nurse Educator

The program change is requesting in developing of 3 new courses within the MN program in order to create a new MN track for MN-Nursing Education in order to fill a market need. The Nursing Education track will require 5 courses specific for

education. Two courses are from the School of Education (Adult Education & Use of Technology for Adult Education) and the 3 courses from Nursing are all new courses (NURS 716, NURS 718, and NURS 719).

Addition of a new access point for RN expedited entry. This access point is for an RN with a non-nursing degree. Such a student would join the college as a special student and take 4 courses in the RN-BSN program. Once those are completed, the RN can apply for entrance into the MN program. Students in this academic pathway will NOT receive a BSN.

Changes in admission criteria:

- Does not include to GRE.
- It allows direct entry students with a lower GPA in their earlier degree to demonstrate readiness for graduate study by successful (3.0 or greater) achievement of prerequisites.
- Students interested in the Nursing Education track, must have one year of clinical experience at the time of application. This means that direct entry student will not be eligible for this track.

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

D. Curricular Code – Business Name Change

1. (BUS) Business

Curricular Action:

Change Existing Curricular Area

Reason for Change:

Changing the formal name of the school from the "Sheldon B. Lubar School of Business" to the "Sheldon B. Lubar College of Business".

As part of the University of Wisconsin – Milwaukee’s reorganization process of reducing the number of units on campus from thirteen down to eleven colleges we were asked, along with all the other units not presently being called a college to revise our name to include the term “college”. This entailed changing our name from The Lubar School of Business to The Lubar College of Business.

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

V. INFORMATION ONLY

1. Proposal to change the Foreign Languages and Literature Department name to the Department of Ancient and Modern Languages, Literature, and Culture
2. Proposal to restructure the Communication Department to include JAMS programs and to dissolve the Department of Journalism, Advertising, and Media Studies

The information only agenda items were reviewed by the committee and there were no comments or questions.

VI. Other Business

Tiffany Nation, Graduate Programs Coordinator, informed the committee that there are two scheduled meeting for April 2022 on the 7th and 28th. The April 28th meeting will count as the May meeting and the last meeting to conduct business for the spring academic semester to respect the heavy workload of committee member due to the end of the semester exams.

VII. Adjournment

The meeting adjourned at 1:16 p.m.