

University of Wisconsin-Milwaukee
Graduate Curriculum Committee (GCC)
Teresa Johnson, Chair

Thursday, October 5, 2023

MEETING MINUTES

- Members Present:** Jennifer Earl-Boehm, Jennifer Gutzman, Teresa Johnson, Lorena Terando, Sara Vanderhaagen, Katie Vater
- Absent:** Alessandra Gillen (Graduate School), Bonita Tasman-Klein (Graduate School), Timothy O'Brien
- Guests:** John Boyland (College of Engineering & Applied Science); Mohammad Rahman (College of Engineering & Applied Science); Monna Arvinen-Barrow (School of Rehabilitation Sciences & Technology); Lynne Woehrle (School of Nursing); Amy Kirby (School of Social Welfare); Deyang Qu (College of Engineering & Applied Science); Emily Kuhnen (Registrar's Office); Kristin Sziarto (College of Letters & Science); Carol Klingbeil (College of Nursing); Tiffany Nation (Graduate School); Joan Hayes (Grad Ed); Victoria Moerchen (Graduate School); Suzanne Boyd (Provost's Office); Kristin O'Connor (Graduate School)

I. Call to Order

Meeting called to order at 12:31 p.m.

II. Announcements

There was a motion made to revise the agenda to add a Microcredentials discussion under New Business to the end of the agenda. Motion was seconded and approved.

Kristin O'Connor, Interim Vice Provost Research and Dean of the Graduate School introduced himself to the committee.

III. Automatic Consent

The following meeting minutes, program changes, and course actions were approved.

A. Approval of Meeting Minutes from **August 31, 2023** and **September 7, 2023**

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
COMPSCI 990	Change	Course Credits, Description, Course Rules, Prerequisite
ENGLISH 400	Change	Description, Course Rules, Prerequisite
IND REL 714	Inactivation	Inactivation
IND REL 716	Inactivation	Inactivation
IND REL 717	Inactivation	Inactivation
MSP 761	Change	Prerequisite
MSP 771	Change	Prerequisite
MSP 780	Change	Course Credits, Prerequisite
MSP 791	Change	Course Credits, Course Description, Prerequisite
MSP 797	Change	Course Credits, Prerequisite
MSP 798	Change	Course Credits, Course Rules, Prerequisite
PH 775 (BMS 775)	Change	Subject Code, Description, Course Rules, Prerequisite
PSYCH 611	Change	Course Credits, Re-Takeable for Credits, Course Rules
THRPTTP 711	Inactivation	Inactivation
THRPTTP 712	Inactivation	Inactivation
THRPTTP 721	Inactivation	Inactivation
THRPTTP 722	Inactivation	Inactivation

THRPTTP 723	Inactivation	Inactivation
THRPTTP 724	Inactivation	Inactivation
THRPTTP 727	Inactivation	Inactivation
THRPTTP 728	Inactivation	Inactivation
THRPTTP 729	Inactivation	Inactivation
THRPTTP 731	Inactivation	Inactivation
THRPTTP 762	Inactivation	Inactivation
THRPTTP 763	Inactivation	Inactivation
THRPTTP 764	Inactivation	Inactivation
THRPTTP 765	Inactivation	Inactivation
THRPTTP 766	Inactivation	Inactivation
THRPTTP 810	Inactivation	Inactivation
THRPTTP 821	Inactivation	Inactivation
THRPTTP 823	Inactivation	Inactivation
THRPTTP 827	Inactivation	Inactivation
THRPTTP 829	Inactivation	Inactivation
THRPTTP 830	Inactivation	Inactivation
THRPTTP 861	Inactivation	Inactivation
THRPTTP 863	Inactivation	Inactivation
THRPTTP 864	Inactivation	Inactivation
THRPTTP 865	Inactivation	Inactivation
THRPTTP 866	Inactivation	Inactivation
THRPTTP 870	Inactivation	Inactivation
THRPTTP 872	Inactivation	Inactivation
THRPTTP 911	Inactivation	Inactivation
THRPTTP 921	Inactivation	Inactivation
THRPTTP 922	Inactivation	Inactivation
THRPTTP 923	Inactivation	Inactivation
THRPTTP 924	Inactivation	Inactivation
THRPTTP 925	Inactivation	Inactivation
THRPTTP 926	Inactivation	Inactivation
THRPTTP 929	Inactivation	Inactivation
THRPTTP 931	Inactivation	Inactivation

D. Program Changes

1. Criminal Justice and Criminology, BS / Criminal Justice and Criminology, MS
The program change is requesting to remove additional GER credits for Criminal Justice & Criminology students in the Humanities and Social Science areas to more closely align with University GER requirements and removing the added History 151 and 152 requirement for CJC students. Updating terms to reflect the approved Accelerated Graduate Degree policy revisions per K. Negri in the Graduate School.
2. Nursing Practice, DNP: Clinical Nurse Specialist
The program change is requesting to add course NURS 766 and to remove NURS 779.

IV. New Business

A. New/Substantially Revised Courses

MECHENG 705

This is a course request is to offer a new graduate course in the area of Rehabilitation Engineering.

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

- (1) Class time and location information missing.
- (2) Meeting pattern (days/times) needs to be indicated.
- (3) Will this be an “in-person” only courses? Please clarify.
- (4) Course objectives could be more precise (recommendation).
- (5) Full citations of required and recommended readings missing.
- (6) Many of texts and readings are very old and some ~

30 years old. Why do the readings and references not reflect that growth with the old publication dates? (7) How will the “Selected Reference books and journal” be provided? (8) Indicate whether the “selected reference books and journals” are required or recommend. (9) Clarify whether the textbook is available from the UWM bookstore. (10) How will students know the required readings? (11) Is this an old course? Date at top says 2020 and there is reference to D2L and on p. 2 and 3 of syllabus references D2L – should be updated to Canvas. References Dropbox through D2L; change to reflect migration to Canvas. Update language from D2L to Canvas. (12) Please describe each of the graded components of the course. (13) 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. (14) Credit hour policy missing. (15) Syllabus links are incorrect. Please update links. (16) There are no references to departmental policies. Need all components of the syllabus links. You are missing a few. (17) Attendance requirements. The syllabus say attendance is not required, but not the policy for notifying faculty if ill or family emergency, or if they are not there, then they receive a 0. or if either can be made up with unexpected emergency. Please clarify.

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

(1) When is the class presentation? When are assignments due? When is the project due? (2) There is chronology with the topics, but not the assignments, due dates, or readings together. (3) Due dates for assignments and exam need to be added to the course schedule. Needs due dates and submission requirements. Please include more details for due dates. (4) Needs descriptions of homework assignments, classwork, the class presentation, final exam and project. (5) More information about the number and nature of homework assignments would be useful to students. (6) What do you mean by "Classwork"? It says that tests and quizzes are in class only and can't be made up, but is it the same for "classwork"? (7) What is the nature of the final project and is it scaffolded or due all at once? (8) Make-up and incomplete policies missing. (9) Will Matlab be required in class? (10) Is a laptop a requirement? (11) What about students without a laptop. (12) What type of processing power will be needed for the laptop? Details needed. (13) Need to specify a laptop (Specifics) able to run the required software, or where to obtain the software or price.

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

PRPP 553

This is a course request is for a new course offering in the PRPP curricular code. This UG course will be a required course for the following programs and certificates: Athletic Training, MS; Physical Therapy, DPT; Certified Mental Performance Consultant, Graduate Certificate; Rehabilitation Science and Technology, MS. The graduate course will be required for the Kinesiology, BS/Athletic Training, MS.

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

(1) Please clarify that this is in-person only and delivery is not hybrid. Although course material will be offered on-line. The Instructional methods section makes this hard to understand. (2) Clarify whether all readings are required. On p1, it suggests that some readings are recommended, but on the reading list on p6, it is not clear what is required vs. recommended. (3) Found the schedule and listing of reading confusing. (4) Are all readings listed required? (5) Could specific readings be put on the schedule so that students don't have to cross-reference the numbered list at the end? (6) For Graduate students. To clarify, it is not 33% “increase” in workload that is required. It is 33% different work. (7) Time per credit should be the same as for undergraduates. Suggest adjusting the wording on this. (8) Other than an additional presentation, it's not clear to me how the grad student work differs from the undergrad work. (9) Clarify that grad assignments account for at least one third of their grade. It currently looks like grad-only assignments account for one quarter of their grade. (10) The final project presentation

should account for at least a third of the grade for graduate students unless there are different qualitative expectations in other assignments stated in the syllabus. (11) Time investment statement should not be different for graduate students. Otherwise they should earn more credit. Time investment is standard based on course credits. (12) What is considered “dressing appropriately”? What happens if someone does not “dress appropriately”?

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

(1) Is it not possible for students to make up work if they are ill or have a family emergency? (2) Late work policy. I would recommend accommodating students that need help. What is a “very usual circumstance”? (3) Recommend that the instructor to consider establishing a policy for late assignments (rather than simply saying that they are not accepted).

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

B. Program Changes

1. Applied Data Analysis Using SAS, Graduate Certificate

The program change is requesting to inactivate the program due to this program no longer having any students enrolled in it and is no longer promoted by the Social Work Department. The Social Work faculty voted and approved on January 25, 2023 to officially discontinue this program and remove it from the UWM catalog.

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

2. Social Work, MSW

The program change is requesting that due to the Social Work Department having added an Online pathway to earning the MSW degree, that began in Fall 2022. This current program edit was submitted in order to add Online as one of the modes of delivery to the UWM catalog for the MSW Program. The Online MSW Program has the same basic requirements and follows the same core curriculum as the traditional campus-based MSW program. One difference is in the elective options for the Online option as reflected in the Program Curriculum description for the catalog offered. The sections Traditional Program Students (campus-based) and Online Program Students under the overall heading of Elective Pathway has been added to provide more clarity on the minor distinction in curriculum between the delivery modalities.

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

3. Sustainable Peacebuilding, MSP

The program change is requesting to update transfer credits and admission language to align with current program practices.

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

4. Mechanical Engineering, PhD

The program change is requesting the following:

1. Requesting changes to the Qualifying Exams:
We have removed the terms 'Part-1 & Part-2' from QE and have named it QE.
The exam was split into two parts before.
2. Requesting changes to the Preliminary Exams:
We have added a new PE model (composed of a written part and an oral part)
3. Proposal Hearing:

We have renamed the previous 'PE' to 'Proposal Hearing.

4. Publications Requirement:
We have added a publication requirement.
5. We have added a minimum review period for the Proposal Hearing and Dissertation:
The proposal/dissertation needs to be submitted at least 14 days before the hearing date.

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

V. New Business

1. Microcredentials Policy (Revision of Proposal CIM Form)

Associate Dean Moerchen informed the committee that last year there was a revision of the Microcredential policy to allow for interinstitutional microcredentials that could be stackable to inter institutional certificates as we were making changes with graduate policy for graduate certificates. It was decided that we concurrently make those changes of the microcredential policy along with the graduate certificate policy.

So when the toolbox was rolled out for microcredential, part of that included a CIM form and the Graduate School with the review of proposed programs and starting to market those microcredentials. I was tasked with looking at the CIM form and to identify what in particular would be needed for GCC review of submitted proposed microcredentials. During the review of the CIM form it was realized when looking at the CIM form that the order of the elements and the CIM form are a little redundant and a little less organized. Perhaps the CIM form could allow for both efficient proposal of a microcredential and on our part efficient review of a proposal.

Discussion followed with Emily Kuhnen of the Registrar's Office on the revisions and improvement of the CIM form.

VI. Other Business

There was no other business.

VII. Adjournment

The meeting adjourned at 1:19 p.m.