

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

Thursday, December 7, 2023

MEETING MINUTES

Members Present: Jennifer Earl-Boehm, Jennifer Gutzman, Teresa Johnson, Timothy O'Brien, Lorena Terando, Sara Vanderhaagen, Katie Vater

Absent: Bonita Tasman-Klein (Graduate School); Alessandra Gillen (Graduate School)

Guests: Anne Pycha (College of Letters and Science); Anne Lamb (School of Social Welfare); Tracy Boyer (School of Freshwater Sciences); Marissa Jablonski (School of Freshwater Sciences); Julia Snethen (College of Health Professions & Sciences); Nora Miller (Health Professions & Sciences); Melissa Scanlan (School of Freshwater Sciences); Katharine Wells (College of Letters and Science); Daniel Burkholder (Peck School of the Arts); Amy Kirby (School of Social Welfare); John Roberts (College of Letters and Science); Jessica Meuninck Ganger (Peck School of the Arts); Kristie Hamilton (College of Letters and Science); Alan Barnhart (Lubar College of Business); Gillian Rodger (Peck School of the Arts); Jake Luo (College of Engineering & Applied Science); Mohammad Rahman (College of Engineering & Applied Science); Mallory Kaul (School of Freshwater Sciences); Jane Elizabeth Hereth (School of Social Welfare); Kerry Korinek (School of Education); Wilkistar Otieno (College of Engineering & Applied Science); Emily Kuhnen (Registrar's Office); Kristin Sziarto (College of Letters & Science); Jennifer Carrera (College of Health Professions & Sciences); Tiffany Nation (Graduate School); Joan Hayes (Grad Ed); Victoria Moerchen (Graduate School); Suzanne Boyd (Provost's Office)

I. Call to Order

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

II. Announcements

None

III. Automatic Consent

The following automatic consent agenda items meeting minutes, and course actions were approved.

A. Approval of Meeting Minutes from **November 2, 2023**

B. Course Action Requests (See accompanying chart in **SharePoint**:

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

Course	Action	Type of Change
ART 317	Change	Title, Description, Prerequisites
ART 405	Change	Jointly Offered, Grading Options, Description, Course Rules, Prerequisites
ATRAIN 883	Change	Course Credits
BMS 775	Change	Course Credits
COMPLIT 320	Inactivation	Inactivation
COMPLIT 701	Inactivation	Inactivation
COMPLIT 702	Inactivation	Inactivation
COMPLIT 860	Inactivation	Inactivation
COUNS 755	Change	Prerequisites
ED POL 822	Change	Description, Prerequisites
ED PSY 821	Change	Prerequisites
ED PSY 822	Change	Prerequisites

EXCEDUC 742	Inactivation	Inactivation
FRSHWTR 511	Change	Jointly Offered, Course Rules, Prerequisites
FRSHWTR 563	Change	Jointly Offered, Course Rules, Prerequisites
FRSHWTR 567	Change	Jointly Offered, Course Rules, Prerequisites
ITALIAN 729	Inactivation	Inactivation
NURS 899	Change	Title, Description, Prerequisites
SOC WRK 562 (562G)	Change	Catalog Number, Course Credits, Prerequisites
SOC WRK 709	Change	Course Credits, Prerequisites
SOC WRK 750	Change	Course Credits, Prerequisites
SOC WRK 754	Change	Course Credits, Prerequisites
SOC WRK 820	Change	Course Credits, Re-Takeable for Credit, Prerequisites
TRNSLTN 700	Change	Description
TRNSLTN 707	Change	Description, Course Rules
TRNSLTN 708	Change	Description
TRNSLTN 709	Change	Description
TRNSLTN 711	Change	Description
TRNSLTN 716	Change	Description
TRNSLTN 717	Changes	Description, Course Rules
TRNSLTN 718	Changes	Description
TRNSLTN 719	Change	Description
TRNSLTN 722	Change	Description, Course Rules
TRNSLTN 726	Change	Description
TRNSLTN 727	Change	Description, Course Rules
TRNSLTN 729	Change	Description
TRNSLTN 730	Change	Description, Prerequisites
TRNSLTN 750	Change	Description
WGS 500	Change	Grading Options
WGS 501	Change	Grading Options

C. Program Changes

Information Security, Graduate Certificate

Program change requesting the addition of an elective that now has a permanent number.

Sociology, MA

Program change is requesting to make GRE scores optional rather than required in the application.

Sociology, PhD

Program change is requesting to make the GRE optional rather than required part of application.

Trauma Informed Care, Graduate Certificate

Program change is requesting to added MSP 770 course under potential electives.

The following are being proposed to correct outdated catalog listings:

1. Change the blanket approval of CRM JST 970:
 - a. Readings in Criminal Justice Research to specific qualifying topics of:
 - a. Victimology and b. Women and the Criminal Justice System.

There are numerous possible subtopics for this "Readings" course, and the Trauma-Informed Care (TIC) faculty advisory board has only approved these particular subtopics for inclusion in the TIC Graduate Certificate Program, so the catalog listing needs to be corrected.

2. Update the catalog to reflect the correct number and title of a course already approved for the TIC certificate.

This refers to changing SOC WRK 691 Practice Methods in Social Work:

Topic: Community Building & Mindfulness) to SOC WRK 690G Mindfulness and Community Building.

3. Update SOC WRK 680 Death and Dying to reflect solely the graduate-level 680G.

IV. New Business

A. New/Substantially Revised Courses

DANCE 781

The new course proposal requests that due to that this course has been taught as a Dance 889: Special Workshop - Theories of the Body. Since this course reflects a vital mission in the dance graduate program, it will now be offered every year and needs to be a stand-alone course in the program's curricula. Dance 889: Special Workshops are designed for specialty courses that rotate or are infrequent offering. Theories of the Body will be a regular offering and requirement in our MFA program.

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

(1) Are there any prerequisites for this course? (2) There should be complete readings with full citations. Some publication info missing from the full citations. (3) Indicate whether all readings listed in course schedule are required and where they will be accessed. (4) Please include the following link to the syllabus web links: <http://uwm.edu/secu/wp-content/uploads/sites/122/2016/12/Syllabus-Links.pdf> (5) More detail on course workload breakdown could be provided. (6) Make more clear the "specification of course interactions" – does all take place through Canvas? (7) Is Teams ever used?, etc. (8) Same note for student-student interaction and for the peer review process (how does it happen)? (9) Lacking minimum technical requirement, description of computer skills. Missing minimum technical requirements for technology in the syllabus. (10) For the online course you need to include:

3. Specification of course interactions:

- 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.

5. Description of the necessary computer skills for success in the course.

6. Contact information for technical help:

UWM Help Desk:
229-4040
help@uwm.edu
GetTechHelp.uwm.edu

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

EAS 490

The new course proposal requests that due to the Sustainable Design for Community Development course has been a topics course listed as ME490 for almost a decade. The program has received permission from the Dean of CEAS to propose a new course under EAS. There is no interdisciplinary design course like this in CEAS or on campus where students design a water system for a community in Guatemala. This course is U/G and has been taken by U/G CEAS students as well as graduate students from SFS, MSP.

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

(1) No prereqs are listed for grads but course objectives indicate that students should have taken certain courses first. Can this be clarified? (2) Is instructor permission needed to enroll in this course? (3) Need required and recommended readings, with full citations. (4) The total hours should be 197 because the graduate portion is to be 33% more than the U/G hours. (5) There could be more detail on the expectations of graduate students taking

this course. (6) Please clarify how coursework assigned exclusively to graduate students accounts for at least a third of their grade. Appears to only count as 16.7%. (7) Grading structure for grads is confusing. Consider reworking so that they are not dealing with hundredths of a percent in figuring their grades. (8) Can the “extra assignment” for grads be specified more clearly? (9) What is the graduate specialty design part of the final? (10) Broken syllabus link under university policies, and all that include a www4 need to be updated/fixed. One link goes to UW-Parkside.

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

(1) Breakdown large paragraphs into manageable smaller parts, for ease of understanding and clarity.

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

FRSHWTR 784

The new course proposal requests to create a course number for a topic course that has been taught at least twice under Frshwtr512 Freshwater Sciences Practicum.

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

(1) Are there no required readings for this course? If so, they need to be listed in syllabus. If not, that could be stated clearly. Clarify whether there are any recommended or required readings. (2) Required and recommended writings are not included in the syllabus. States that they are in Canvas, but we do not see them or their titles. (3) Please clarify if the course is hybrid or completely online. Syllabus states hybrid, but seems to be totally online. (4) If hybrid, please clarify the face-to-face components. (5) Need to add technical help info: Contact information for technical help: UWM Help Desk: 229-4040, help@uwm.edu, GetTechHelp.uwm.edu (6) Specific AI policy (link is included but no specific policy is indicated).

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

IND ENG 715

The new course proposal requests to propose a new course which is required for the newly proposed MS in Connected Systems Engineering.

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

(1) There need to be full citations of the texts. (2) What kind of required texts will the instructor provide? (3) The “understand” objectives are of a very low level. The level could be increased by applying their principles. Consider making course objectives more precise by using different verbs. (4) Add more detailed due dates for final project to course schedule. (5) Are all assignments due at the start of class time? (6) Will the presentation be due at the same time as the paper? (7) Consider providing more detail of the grading breakdown and assignments. (8) What are “individual assignments”? (9) How many are there? (10) What do they involve? Etc. (11) Special software is required for this class. How will students be expected to access that? (12) Dean of students academic integrity link is broken.

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

SOC WRK 610

The new course proposal request that due to the Social Work department has offered this course for a minimum of three semesters under the "591: Special Topics" course (Spring 2024, Spring 2023, Spring 2022). Students enjoy the class and the department would like to make the course a permanent number moving forward.

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

(1) Course number needs to be updated on syllabus. (2) Course meeting times, days, and location need to be specified as placeholder. (3) Meets once per week based on schedule? Please clarify class meeting schedule. (4) Total time investment needs to be included. (5) The workload statement does not add up to the minimum hours for a 3 credit course. Faculty Document #2838. (6) The two statements are confusing. One workload, the other credit hours. (7) The course meets 160 minutes weekly. All students should spend at least 3 hours preparing for class. Graduate students should spend at least 5 hours in prep. (8) Clarify that coursework assigned exclusively to graduate students must account for at least a third of their grade (currently, it looks like 20%). Coursework assigned exclusively to graduate students does not appear to account for at least a third of their grade. A week of leading discussion does not seem to constitute 33% different work for grads. (10) Consider adding due dates for final paper proposal and final paper to course schedule. (11) Several broken syllabi links.

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

B. Program Changes

1. Art History, MA

Program change is requesting the following:

Changing minimum of 700 - 900-level courses from 18 credits to 21 credits to accurately reflect the requirement of 12 credits of required courses (ARTHIST 700, ARTHIST 891, and two semesters of ARTHIST 990 or 991) plus at least 9 credits of distribution requirements at the 700 level or above.

Changing Renaissance-Baroque distribution requirement to Early Modern distribution requirement to better reflect faculty expertise of the department.

Removing restrictions against counting certain American Art courses towards the distribution requirement. These classes were previously excluded because they were taught by an academic staff member who has since been replaced by a tenured graduate faculty member.

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

2. English, MA

The program change is requesting to inactivate English graduate plan designated as Plan G (Professional Writing) MA, effective Fall 2023:

The English Department merged the English MA and PhD program designated as Plan G Professional Writing into the newly conceived program designated Plan B Rhetoric, Professional Writing, and Community Engagement in Academic Year 2019 - 2020. In Fall 2023, no MA students have been enrolled in classes since 2020 and all students have graduated.

We may now inactivate English graduate plan designated as Plan G (Professional Writing) MA, effective Fall 2023

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

3. English, PhD

The program change is requesting to suspend admission to English graduate plan designated as Plan G (Professional Writing) PhD, effective Fall 2023:

The English Department merged the English MA and PhD program designated as Plan G Professional Writing into the newly conceived program designated Plan B Rhetoric, Professional Writing, and Community Engagement in Academic Year 2019 - 2020. In Fall 2023, no MA students have been enrolled in classes since 2020 and all students have graduated or are beyond the time limit from initial enrollment

(with one remaining PhD dissertator who has reached the 11th Academic Year beyond their entry date).

We may now suspend admission to the English graduate plan designated as Plan G (Professional Writing) PhD, effective Fall 2023

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

4. Freshwater Sciences, BS: Aquatic Science / Freshwater Sciences and Technology, MS: Professional Science

The program change is requesting to update the program title assuming the MS title change will be approved.

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

5. Freshwater Sciences, BS: Aquatic Science / Freshwater Sciences and Technology, MS: Professional Science: Water Policy, Economics, and Management

The program change is requesting to update the program title assuming the MS title change will be approved.

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

6. Freshwater Sciences, BS: Water Policy / Freshwater Sciences and Technology, MS: Professional Science

The program change is requesting to update the program title assuming the MS title change will be approved.

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

7. Freshwater Sciences, BS: Water Policy / Freshwater Sciences and Technology, MS: Professional Science: Water Policy, Economics and Management

The program change is requesting to update the program title assuming the MS title change will be approved.

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

8. Geography, MA

The program change is requesting to change the wording requiring graduate students to take a geography graduate seminar course from "geography graduate seminar course" to "geography-related graduate seminar course."

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

9. Geography, MS

The program change is requesting to change the wording requiring graduate students to take a geography graduate seminar course, from "geography graduate seminar course" to "geography-related graduate seminar course;" and removing inactivated courses.

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

10. Geography, PhD

The program change is requesting to change the wording requiring graduate students to take a geography graduate seminar course, from "geography graduate seminar course"

to "geography-related graduate seminar course." Also removing recently inactivated courses.

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

11. Health Care Informatics, MS / Library and Information Science, MLIS

The program change is requesting to update the HCI and MLIS program plans to bring them up to date.

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

12. Nursing Practice, DNP: Clinical Nurse Specialist: Maternal-Infant Practicum

The program change is requesting to inactivate program.

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

13. Nursing Practice, DNP: Community Public Health

The program change is requesting to inactivate program.

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

14. Nursing Practice, DNP: Nursing System Leadership: Informatics

The program change is requesting to inactivate the program.

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

15. Nursing, PhD

The program change is requesting to update the practicum requirements to include both Research (1-3 credits) and Leadership/Education (1 credit).

Proposed course CIM form has been submitted for NURS 899 in conjunction with this program change request.

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

16. Performer's Certificate, Graduate Certificate

The program change is requesting to correcting the minimum number of credits that was entered incorrectly.

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

17. Social Work, MSW

The program change is requesting that due to the Social Work Department has just made two course change requests, that if approved, will change 2 courses from the MSW Professional Foundation curriculum from being 2 credit courses to 3 credit courses. This program change request is in anticipation of that approval so that the catalog can reflect the correct credit value change of these two courses as soon as possible, concurrent with the activation of the credit-value changes. The Social Work faculty approved the credit value change of SOC WRK 709 and SOC WRK 750 from 2 to 3 credits on November 17, 2023.

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

18. Supply Chain Management, Graduate Certificate

The program change is requesting change the name of the current “Supply Chain Management, Graduate Certificate” to “Digital Supply Management, Graduate Certificate.” In addition, we are making two courses required, BusMgmt. 711 and Bus Adm 783, and adding additional courses as electives. This allows MBA students to only need one additional class to obtain this certificate.

Currently, there is one active student enrolled in this certificate program and these changes will not impact them, as this student has already met the requirements for the proposed changes and will be allowed to obtain the Digital Supply Chain Management, Graduate Certificate.

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

19. Teaching of English to Speakers of Other Languages and Applied Linguistics, MA

The program change is requesting to suspend admission to Program.

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

C. New Degree, Certificate, or Concentration

1. Authorization for Implementation (ATI) Master of Science in Connected Systems

Per the GCC Chair, Teresa Johnson the ATI proposal will be pulled from the December 7, 2023 agenda due to the most updated and revised proposal and supporting documentation have been revised after the distribution of the materials to the committee. The ATI proposal will be placed on the February 1, 2024 GCC agenda.

V. New Business

1. Mechanical Engineering, PhD: Returned from Provost Office

The program changes were originally approved on November 2, 2023 however the requirement of publication for graduation portion of the program change was rejected by the Provost’s Office. Per Ex-Officio Associate Dean Moerchen’s discussions with SECU the CIM form should come back to the GCC for discussion.

Discussion followed.

A motion was made and seconded to remove the requirement of publication for graduation portion from the program change and approve the remaining requested program changes. The CIM form will be rolled back to Mohammad Rahman’s workflow queue in the Curriculum Management System for the revision and the removal of the publication from the CIM form ensuring that all those on the Engineering workflow approval chain will be aware of the revision. If the program so choses to continue with the request for the requirement of publication for graduation, it will be brought forth to the GCC at the February 1, 2024 meeting. Motion passed unanimously.

2. Artificial Intelligence (AI) Statements in Syllabi: Discussion and Modification of GCC Review Practices/Supportive (Associate Dean Moerchen)

Associate Dean Moerchen informed the committee that the Provost has announced and distributed the link to the UWM syllabus template for the spring semester which includes the requirement of the AI Policy statement in syllabi. The question she proposed to the committee is that it should be clarified that it’s not sufficient to just list the link in the syllabi but to actually select one of the option listed for the AI policy statement. She informed the committee that this is possibly something that the committee doesn’t need to discuss but wanted to make sure that they were aware and that it is acknowledged.

Discussion followed.

The committee decided that it would be a good idea to recommend the requirement of the AI Policy Statement in syllabi and requested that Tiffany Nation, Graduate Programs Coordinator at it to the list of Qualtrics questions.

VI. Other Business

Next Meeting Scheduled for February 1, 2024 (12:30 p.m. – 2:00 p.m.)

VII. Adjournment

The meeting adjourned at 1:29 p.m.