

**University of West Georgia
Graduate Programs Committee
Minute Items
23 August 2012**

The GPC held its first meeting of Fall 2012 semester at 9AM in the Education Annex room 220 with Mark Parrish presiding.

Members in attendance:

Member	Represents
Ballentine, Barbara	Faculty - COSM
Barnhart, Anne	Faculty - Library
Cobia, Debra	Faculty - COE
Gantner, Myrna	Administrator - Academic Affairs
Kramer, Elizabeth	Senate - COAH
Malone, Kareen	Faculty - COSS
Parrish, Mark (Chair)	Senate - COE
Pencoe, Nancy	Senate - COSM
Thompson, Sandra	Senate - RCOB
Turner, Doug	Faculty - RCOB
Welch, Susan	Senate - Nursing
Wilson, Carol	Faculty – Nursing

Guests in attendance:

Howe, Louis	Faculty – Political Science & Planning
Udombon, Hope	RCOB
Pridmore, Jean	RCOB

1. Minutes 8/25/2011

2. NEW BUSINESS

A. Graduate Student Representative

The GPC members will provide recommendations to the chair for a potential graduate student representative.

B. RCOB GPC Representation Transition

Dr. Turner introduced Dr. Jean Pridmore as his replacement on the GPC effective December, 2012. He also introduced Dr. Hope Udombon as the Administrative Director of Graduate Programs for the RCOB.

C. Discussion of Library Access for Graduate Students who are not enrolled in a current semester course.

Dr. Malone introduced a suggestion that the GPC address the issue of requiring graduate students to be enrolled in at least 1 semester hour in order to access the online library data bases and explained that several USG campuses allow such access. Dr. Malone expressed that such a requirement may place a financial burden on advanced graduate students who are required to register for a “dissertation hour” for the sole purpose of retaining library access for research purposes. The GPC members noted that the current policy was approved during AY 2011/2012 due to the costs/resources associated with access to library services by non-registered students, and that any subsequent change to this policy will need to be approved and submitted through the appropriate approval process. Dr. Malone agreed to present the findings of her investigation in 2 months.

- D. UWG Shared Governance Procedures for Modifications to Academic Programs**
The new policy was provided to all members and discussed. Item “4” was highlighted as a potential problem as to how the “Registrar’s Office” will be notified of “friendly amendments” where minor modifications were made during the programs/courses approval process. Dr. Gantner offered to review this issue with Dr. Anderson.

- E. New Graduate Faculty Approval Form**

As response to the discussion of the revised new graduate faculty approval policy, Dr. Gantner suggested that the GPC send the revised form to all GPC members for use in their respective schools/colleges. She agreed to send the revised form to the GPC chair for distribution to the members.

Upon further discussion and recommendations to make further revisions to the Graduate Faculty Approval Policy, Dr. Turner agreed to develop proposed revisions to the current policy, specifically to the section related to “designated administrators,” and present his recommendations during the September GPC meeting.

4. OTHER BUSINESS

- A. Distribution of GPC Agenda**

The suggestion was made that agendas be sent out 1 week in advance of GPC meetings and was approved. Additionally, the Graduate Programs Review Site (<https://apps.westga.edu/catalog/>) was reviewed. GPC members are asked to review the programs/courses on this website in advance of GPC meetings for subsequent consideration for approval during the meeting covered by the agenda.

4. MEETINGS:

- a. Next GPC meeting: September 20, 2012, 9:00 – 11:00am; Ed. Annex; Room 220
- b. Next Senate meeting
September 20, 2012– 2pm Senate Executive meeting; 3pm Senate meeting

5. Meeting was adjourned