

Graduate Faculty Committee Meeting  
Approved Minutes  
Tuesday November 30, 2010  
1027 Memorial Library  
1:00-3:00 p.m.

Present: Bobby Bothmann (Chair), Donna Brauer (via conference call), Annelies Hagemeister, Gretchen Perbix,, and Bob Sorensen (Recorder)

Absent: Claudia Pragman, Jerry Robicheau

1. Amend/adopt agenda-no modifications needed
2. Approve minutes of 2 Nov. meeting-minutes approved
3. Announcements
  - a. Bobby will send email to establish meeting time for next semester
  - b. Nancy Fitzsimons will return to this committee next semester
4. Curriculum Approval (Spreadsheet of comments was sent out to committee members)
  - a. Proposals 1878, 2275, 2388, 2401, 2424, 2470, 2474, 2477, & 2478 will be returned to submitting faculty for clarification, along with other courses identified in that category on the spreadsheet
  - b. Proposals 2032, 2039, and 2044 need to wait until CMST 605 is approved
  - c. Proposals 1775 & 2281 were approved
  - d. Discussion occurred relative to the following topics:
    - i. Committee should publish guidance to faculty and change titles for CDS field labels and possibly clarify definitions of Course Objectives and Learning Outcomes and possibly make presentation at next Graduate Coordinators meeting.
    - ii. The connection, or lack thereof, between Bulletin matter vs. CDS material question should be addressed at sub meet
    - iii. Graduate Minors (Certificates) need to be addressed at sub meet
    - iv. It was suggest that a note be sent to department chairs about CDS proposals being sent back; there is concern that faculty do not realize that their proposals have been sent back to them for further consideration.
5. New Business
  - a. Graduate faculty status
    - i. Approved one hold-over application
  - b. Committee Charge
    - i. Reviewed charge as written at [www.mnsufa.org/graduate.htm](http://www.mnsufa.org/graduate.htm). Suggestions were discussed about how to clarify and specify the committee's charge. Areas of consideration included:
      1. Suggestion made to clarify role of this committee in reviewing approved Graduate Faculty Status Applications
      2. Suggestion made to rework charge statement with bullet points to describe committee responsibilities.
    - ii. Gretchen Perbix will revise the existing charge description and circulate those revisions to committee members via email.
  - c. Syllabi in CDS
    - i. Donna Brauer emphasized the need to have faculty protect their intellectual property by not uploading their course syllabi to the CDS system. It was felt that a

distinction needs to be made between the learning objectives that are expected from a course and the manner by which those objectives are addressed through the instructor's syllabus. A suggestion was made to change label of title on the CDS form from "Syllabus" to "Learning Outcomes."

1. That suggestion will be brought forward to...

d. Scholastic Standards review

- i. The meaning of a "C" grade for graduate students and the implications this definition has on the grade points associated with shaded grading were discussed.

1. A suggestion was made to revise the definition of letter grades for graduate students so that they parallel the definition for undergraduates. Most specifically this means that a "C" should no longer be considered a below average grade for graduate students. Instead, the "C" would be considered an average grade.

2. A suggestion was also made to change the references a 3.0 value in the scholastic standard for graduate students to a 2.0 value.

3. Gretchen Perbix will revise the current scholastic standards for graduate to incorporate these changes and distribute the revised document to committee members via email

- ii. Dismissal For Cause considerations were discussed briefly and will be considered more fully in a future meeting.

6. Old Business

- a. Guidelines for graduate course approval (see "course outcomes" attachment)-not discussed sufficiently due to time constraints.

- b. Strategic use of resources for grad programs-not discussed sufficiently due to time constraints.