**Approved March 7, 2017**

**Attendance: Chumney, Overfield, Zigler, Rose, Varga, Webb, RaeAnn, McCleary, Farran, McCloud**

**Guests:**

# Minutes: 1/17/2017

* 1. Any Changes, Additions, Modifications
	2. Action: Approved

# Course/Program Additions, Modifications, Deletions:

1. College of Education
	1. Communication Sciences and Professional Counseling
		1. SLPA 6785 Special Topics
		Enrollment requires advisor permission. Title and descriptions of specific courses to be inserted at time of offering. May be repeated for credit.
		**Request:** Modify
		**Rationale:** Proposed Course Modification: Revise Banner codes to allow the course to be taken multiple times "under the same course number," with the accumulation of total credit hours for "special topics" courses, and to amend the variable credit hours to a standard number of credit hours. The maximum accumulated hours will be 12 semester credit hours. Rationale: The course is a "special topics" course and a number of specialty courses are offered "under the same course number". The course is currently mis-coded in Banner to accommodate either no multiple course repeats, or an adequate number of course repeats. Multiple course repeats are required due to the use of "special topics" courses for course development and transition to new course offerings waiting formal CSS approval. This has been an ongoing practice, however, with the transition to the "Wolf Watch" system, the Banner codes need to be revised in order to meet systematic graduation credit hour approval requirements. **Action: Approved**
		2. CEPD 7185 Special topics
		Title and description of specific courses to be inserted at time of offering. May be repeated for credit.
		**Request:** Modify
		**Rationale:** Proposed Course Modification: Revise Banner codes to allow the course to be taken multiple times "under the same course number," with the accumulation of total credit hours for "special topics" courses, and to amend the variable credit hours to a standard number of credit hours. The maximum accumulated hours will be 15 semester credit hours. Rationale: The course is a "special topics" course and a number of specialty courses are offered "under the same course number". The course is currently mis-coded in Banner to accommodate either no multiple course repeats, or an adequate number of course repeats. Multiple course repeats are required due to the use of "special topics" courses for course development and transition to new course offerings waiting formal CSS approval. This has been an ongoing practice, however, with the transition to the "Wolf Watch" system, the Banner codes need to be revised in order to meet systematic graduation credit hour approval requirements.
		**Action: Approved**
		3. Higher Education Administration Doctorate in Education Degree
		**Request:** Add
		**Rationale:** There are various doctorates in higher education administration, student affairs, leadership, etc. However, there are very few doctorates of higher education administration that are fully online. This degree will fill a current gap in online degrees for students seeking to advance their career in post-secondary education. Additionally, with the University of West Georgia’s doctoral granting status, adding another doctoral degree will help support the institutions status as a doctoral granting institution.
		**Action: Approved**
2. College of Arts and Humanities
	1. History Department
		1. HIST 5310 Comparative Slavery and Emancipation
		 This course takes a comparative approach to the history of trans-Atlantic slavery and emancipation as it developed in different regions and social contexts in the Atlantic World from the 15th through 19th centuries.
		**Request:** Add
		**Rationale:** Not only does this course enrich students’ understanding of the history of slavery, but it will also help them explore contemporary issues like race and identity as well. Each time that I have taught the course it has been well received, and it has made enrollment every time. This course fulfills a requirement for the Atlantic World concentration and meets Secondary Education certification requirements for cultural diversity. By adding this course to our course catalog, I feel that it serves as an important contribution to our program and curriculum.
		**Action: Approved**

# Information Items:

1. College of Arts and Humanities
	1. Music Department
		1. Post Bacculareate Initial Non-Degree Certification -- Music
		The proposal is that we add the requirement that students pass GACE Music Content Tests (2) before being admitted into the Post Baccalaureate Initial Non-Degree Certification in Music program. The tests assess both basic knowledge of music content and the ability to apply principles of music. It is an assessment required by the state of Georgia for the certification of teachers.
		**Request:** Modify
		**Rationale:** The reason for this change is that these tests will allow students to demonstrate proficiency in the knowledge and skills necessary for success in our program as well as success in teaching music in Georgia prior to entering the program. Most of the content is undergraduate course outcomes contained in the following areas:
		Aural Skills and Analysis; Composition and Improvisation; History and Repertory
		Performance Competencies, e.g., conducting, score preparation, vocal and instrumental techniques, accompaniment techniques; Technology, and, Professional Knowledge and Synthesis, e.g., ethics, standards. This content is covered in the applicant's undergraduate music program.
		Justification includes the following:
		We have had students in the past that have had great difficulty in passing the test(s). This will allow applicant to pass these before investing in UWG program course costs and requirements. This will avoid a delay in the program completer finding employment.

		Comparable practice: The UWG MAT program requires that students pass the appropriate content assessments before admission. RESA also requires the successful passing of the GACE content assessments before admission.
2. Graduate School
	1. Clarification of Graduate Admission Classification on p. 32 of the Graduate Catalog
		1. Red text indicates addition:
		Provisional Degree
		Does not satisfy the full admission requirements to a degree program. Some programs allow Provisional Degree admission for an applicant who does not meet one or more of the standards required for admission as a Regular student or a UWG undergraduate-graduating senior (as explained in the section that follows after Non-Degree Admission). Provisional Degree admission is a temporary status that makes the applicant eligible for admittance under conditions specified at the time of admission by the Department Chair or Graduate Program Director and approved by the Director of Graduate Studies in the College or Tanner Health System School of Nursing. Provisional Degree status must be removed and Regular status achieved per the conditions specified at the time of admission. Failure to meet the specified provisions shall result in dismissal from the program.
	2. Assistantship Roll Out
		1. Graduate school is rolling out job descriptions website and want all positions visible for individuals. Required and preferred qualifications

# Unfinished Business

1. Vote on Grade Policy Recommendation”

Proposed statement for the graduate catalog related to repeating a course

If a student is permitted to repeat a course, all grades will be calculated into the cumulative GPA. In order for the course to be retaken, the student and advisor must:

Consult program policies and handbooks to determine whether or not course repeats are permitted.
Ensure course number and name are the same as the previous course.

**Action:** Approved

# New Business

1. Announcements