

**University of West Georgia**  
**Graduate Programs Committee**  
**7 November 2013, 2:30pm**  
**UCC 312**  
**Minutes**  
Approved 16 January 2014

In attendance:

GPC members Lynn Anderson, Elizabeth Kramer (Chair), Shirley Lankford, Lisa Osbeck (for Kareen Malone), Hema Ramanathan, Sandra Thompson, Susan Welch, and Carol Wilson
Guests Frank Butts and Lara Willox

The Committee unanimously agreed to amend the Orders of the Day to add item 2. B. 1. a. to the agenda.

1. Minutes 10/10/2013
  - A. Changes, Additions, Modifications (Appendix A)  
Action: Approved
2. Course/Program Additions, Modifications, Deletions (*following requests can be reviewed at:*  
<https://apps.westga.edu/catalog/>)

A. College: RCOB

Course Changes:

(1) Marketing and Real Estate

a. Course: ABED 5186 Student Teaching Internship

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

b. Course: ABED 6114 Instructional Strategies for Computer Programming

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

c. Course: ABED 6120 Administrative Support Systems

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

d. Course: ABED 6129 Instructional Strategies for Accounting

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

e. Course: ABED 6130 History and Administration of Vocational Education Programs

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

f. Course: ABED 6150 Professional Writing in Business

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

g. Course: ABED 6182 Research Techniques in Business Education

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

h. Course: ABED 6186 Business Internship

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

i. Course: ABED 6187 Practicum in Business Education

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

j. Course: ABED 8183 Advanced Research Design in Business Education

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

k. Course: ABED 8199 Research Project

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

I. Course: ABED 6586 Teaching Internship

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

m. Course: ABED 6587 Teaching Internship I

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

n. Course: ABED 6588 Teaching Internship II

Request: Delete

Originator: Talpade, Salil

Rationale: Ed.S. Degree in Business Education terminated, Spring, 2013. Course no longer available in current program options.

Action: Approved

## B. College: College of Education

### 1. Department: Leadership and Instruction

#### a. Course: EDLE 8313. Leadership for Improving Schools

Request: Add

Originator: Frank Butts

Rationale: This course has been taught as a special topics course for four semesters and is now being converted to a permanent course to justify the value of, and the continued teaching of the class and to facilitate progression in the Educational Leadership Program.

Course Description: This fully online course provides educational leaders the opportunity to explore how to drive and sustain organizational and academic improvements in a school setting. Students will examine leadership and pedagogical changes that promote a collegial environment focused on continuous improvement while cultivating collaborative and learning focused school cultures. Learning will be drawn from theory and research, from students' personal experiences, and from case studies.

Action: Members were given the opportunity to peruse the course syllabus and discuss the request. They unanimously approved the request.

### 2. Other Business

A. Update from Lara Willox and Susan Welch on consideration of the electronic submission of dissertations and theses via ProQuest.

Willox and Welch have contacted program directors and College/School Directors of Graduate Studies inviting them to an informational meeting at 10am on 15 November 2013 in Education Center Room 208. They have also talked to Charles Siciliano at Ingram Library who will be bringing the issue to the attention of library administration in the next two weeks. Thus far, informal polling of faculty and staff suggests wide support for an electronic submission system. It was noted that the Committee has the prerogative to recommend policies re: graduate programs, curriculum, and eligibility for graduation and that, with the current de-centralized structure, Departments and College/Schools have a substantial amount of self-determination in shaping their own programs.

### 3. New Business

A. College/School Directors of Graduate Studies have been contacted and asked to nominate a graduate student representative for the Committee. The student should be willing to attend meetings. If you have suggestions, please contact your College/School Director of Graduate Studies.

B. If you discover any inconsistencies or lack of clarity in our graduate studies web presence, forward them on to the Chair.

4. The meeting adjourned at 3:00 pm.

<b>Senate Members</b>		
Kramer, Elizabeth	<a href="mailto:ekramer@westga.edu">ekramer@westga.edu</a>	Senate – COAH (2014)
Pencoe, Nancy	<a href="mailto:npencoe@westga.edu">npencoe@westga.edu</a>	Senate – COSM (2014)
Thompson, Sandra	<a href="mailto:sthompso@westga.edu">sthompso@westga.edu</a>	Senate – RCOB (2016)
Welch, Susan	<a href="mailto:swelch@westga.edu">swelch@westga.edu</a>	Senate – Nursing (2015)
<b>Faculty Members</b>		
Anderson, Lynn	<a href="mailto:landerso@westga.edu">landerso@westga.edu</a>	Faculty – COAH (2015)
Lankford, Shirley	<a href="mailto:slankfor@westga.edu">slankfor@westga.edu</a>	Faculty – Library (2014)
Lisa Osbeck (temporarily replaces Karen Malone,)	<a href="mailto:kmalone@westga.edu">kmalone@westga.edu</a> <a href="mailto:losbeck@westga.edu">losbeck@westga.edu</a>	Faculty – COSS (2014)
Payne, Greg	<a href="mailto:gpayne@westga.edu">gpayne@westga.edu</a>	Faculty – COSM (2015)
Pridmore, Jeannie	<a href="mailto:jpridmor@westga.edu">jpridmor@westga.edu</a>	Faculty – RCOB (2015)
Ramanathan, Hema	<a href="mailto:hramanat@westga.edu">hramanat@westga.edu</a>	Faculty – COE (2015)
Wilson, Carol	<a href="mailto:cwilson@westga.edu">cwilson@westga.edu</a>	Faculty – Nursing (2014)
<b>Administrator</b>		
Gantner, Myrna	<a href="mailto:mgantner@westga.edu">mgantner@westga.edu</a>	Administrator - Academic Affairs
<b>Student</b>		
<p><b>GPC Email list:</b>  <a href="mailto:ekramer@westga.edu">ekramer@westga.edu</a>, <a href="mailto:npencoe@westga.edu">npencoe@westga.edu</a>, <a href="mailto:sthompso@westga.edu">sthompso@westga.edu</a>, <a href="mailto:swelch@westga.edu">swelch@westga.edu</a>,  <a href="mailto:landerso@westga.edu">landerso@westga.edu</a>, <a href="mailto:slankfor@westga.edu">slankfor@westga.edu</a>, <a href="mailto:kmalone@westga.edu">kmalone@westga.edu</a>, <a href="mailto:gpayne@westga.edu">gpayne@westga.edu</a>,  <a href="mailto:jpridmor@westga.edu">jpridmor@westga.edu</a>, <a href="mailto:hramanat@westga.edu">hramanat@westga.edu</a>, <a href="mailto:cwilson@westga.edu">cwilson@westga.edu</a>, <a href="mailto:mgantner@westga.edu">mgantner@westga.edu</a>,  <a href="mailto:losbeck@westga.edu">losbeck@westga.edu</a></p>		

**Graduate Programs Committee Meetings... 2013/2014**

<b>GPC Meetings (Thursdays)</b>	<b>GPC Location/Time</b>	<b>Senate Agenda Deadline</b>	<b>Senate &amp; Exec. Committee Meetings</b>	<b>Senate Meetings Location/Time</b>	<b>Executive Committee Location/Time</b>
<b>Dates</b>	<b>UCC 312, unless otherwise noted</b>	<b>Dates</b>	<b>Dates</b>	<b>TLC 1-303</b>	<b>TLC 1-303</b>
<b>9/12/13</b>	2:30 – 4:30pm	9/13/13	<b>9/20/13</b>	3:00pm	2:00pm
<b>10/10/13</b>	2:30 – 4:30pm	10/11/13	<b>10/18/13</b>	3:00pm	2:00pm
<b>11/7/13</b>	2:30 – 4:30pm	11/8/13	<b>11/15/13</b>	3:00pm	2:00pm
<b>*11/21/13</b>	2:30 – 4:30pm <b>[EA 220]</b>	11/22/13	<b>12/6/14</b>	3:00pm	2:00pm
<b>1/16/14</b>	2:30 – 4:30pm	1/17/14	<b>1/24/14</b>	3:00pm	2:00pm
<b>2/13/14</b>	2:30 – 4:30pm	2/14/14	<b>2/21/14</b>	3:00pm	2:00pm
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<b>7/10/14</b>	2:30 – 4:30pm	7/11/14	<b>7/18/14</b>	3:00pm	2:00pm
<p><b>The submission of items at least one week in advance of GPC meetings is strongly encouraged.</b></p> <p><b>*Note:</b> This meeting will be confirmed based on any open agenda items.</p>					

## Appendix A

University of West Georgia  
Graduate Programs Committee  
Minutes  
10 October 2013, 2:30pm  
UCC 312

In attendance:

GPC members Lynn Anderson, Myrna Gantner, Elizabeth Kramer (Chair), Shirley Lankford, Lisa Osbeck (for Kareen Malone), Nancy Pencoe, Jeannie Pridmore, Hema Ramanathan, Susan Welch, and Carol Wilson
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Guests Christine Haynes, John Ponder, and Lara Willox
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3. Minutes 9/12/2013

A. Any Changes, Additions, Modifications (Appendix A) [See the VPAA website for these.]

Action: Approved

4. Course/Program Additions, Modifications, Deletions (*following requests can be reviewed at:*

<https://apps.westga.edu/catalog/> )

A. College: RCOB

Course Changes:

(1) Department: Accounting and Finance

a. Course: ACCT-5233 Strategic Cost Management

Request: Add

Originator: Colley, James R.

Rationale: This course is relevant to both undergraduate and graduate business majors. At the undergraduate level, it is essential for students planning to enter industry upon completion of their degree to understand more than just the financial side of management accounting. MBA students planning to or currently working in industry will become familiar with the advanced accounting methodologies used to operate a business. The course will enhance the MPAcc student experience by allowing students to start taking program electives.

Attachment: at <https://apps.westga.edu/catalog/>

Action: Approved

b. Course: ACCT-5265 Sustainability Accounting and Reporting

Request: Add

Originator: Colley, James R.

Rationale: A broad base of students will be attracted to the course. At the undergraduate level, the Richards College of Business has started a new program in Sustainability. The program directors have requested that an Accounting for Sustainability course be offered. It is also a current topic of interest to MPAcc and MBA students. It will also provide an additional course for working accountants needing more upper division courses for the CPA.

Attachment: Syllabus at <https://apps.westga.edu/catalog/>

Action: Approved

c. Course: ACCT-6216 Seminar in Financial Reporting

Request: Modify

Originator: Colley, James R.

Rationale: ACCT 3214 will no longer be a prerequisite for ACCT 6216. The material covered in ACCT 3214 is not necessary to successfully complete ACCT 6216.

Attachment: Syllabus at <https://apps.westga.edu/catalog/>

Action: Information Item only

### 3. Other Business

A. Presentation by Lara Willox, Director of the School Improvement Program in the College of Education, about the UMI ETD Administrator system for the electronic submission of dissertations and theses via ProQuest.

Discussion: The committee considered options for electronic delivery of theses and dissertations based on the handout provided by Lara Willox (see Appendix B). Current graduate studies policy can be found at <http://www.westga.edu/gradstudies/theses-dissertations.php>). The importance of communicating with all stake holders was emphasized. The current decentralized structure for graduate studies allows programs and colleges a great deal of autonomy to set appropriate policy. Susan Welch and Lara Willox will study the matter more fully and report back to the committee.

B. Information Item: Termination of the Trans-disciplinary European Union Studies Post-Baccalaureate Certificate.

Discussion: At the request of N. Jane McCandless, Mike Hester and Jon Anderson have initiated the termination of the European Union studies Post-Baccalaureate program. There are no active UWG enrolled and significant logistical problems associated with UWG's on-going participation in the program. The termination of the program does not affect UWG faculty.

### 4. New Business.

There was no new business.

### 5. Adjourn

<b>Senate Members</b>		
Kramer, Elizabeth	<a href="mailto:ekramer@westga.edu">ekramer@westga.edu</a>	Senate – COAH (2014)
Pencoe, Nancy	<a href="mailto:npencoe@westga.edu">npencoe@westga.edu</a>	Senate – COSM (2014)
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Pridmore, Jeannie	<a href="mailto:jpridmor@westga.edu">jpridmor@westga.edu</a>	Faculty – RCOB (2015)
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<b>Administrator</b>		
Gantner, Myrna	<a href="mailto:mgantner@westga.edu">mgantner@westga.edu</a>	Administrator - Academic Affairs

	<b>Student</b>	
<p><b>GPC Email list:</b>  <a href="mailto:ekramer@westga.edu">ekramer@westga.edu</a>, <a href="mailto:npencoe@westga.edu">npencoe@westga.edu</a>, <a href="mailto:sthompso@westga.edu">sthompso@westga.edu</a>, <a href="mailto:swelch@westga.edu">swelch@westga.edu</a>,  <a href="mailto:landerso@westga.edu">landerso@westga.edu</a>, <a href="mailto:slankfor@westga.edu">slankfor@westga.edu</a>, <a href="mailto:kmalone@westga.edu">kmalone@westga.edu</a>, <a href="mailto:gpayne@westga.edu">gpayne@westga.edu</a>,  <a href="mailto:jpridmor@westga.edu">jpridmor@westga.edu</a>, <a href="mailto:hramanat@westga.edu">hramanat@westga.edu</a>, <a href="mailto:cwilson@westga.edu">cwilson@westga.edu</a>, <a href="mailto:mgantner@westga.edu">mgantner@westga.edu</a>,  <a href="mailto:losbeck@westga.edu">losbeck@westga.edu</a>,</p>		

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