

**GRADUATE PROGRAMS COMMITTEE
MEETING MINUTES – Approved May 3, 2023 (via Google Form poll)**

MEETING DATE: Tuesday, April 4, 2023 (via Zoom)

Attendance: Patrick Hadley (Chair); Swarna Dutt, Georgia Evans, Brent Gilles, Donna Haley, Sophia Robinson-Harris, Kyle Lorenzano, Charlie Sicignano, Matt Varga, Jennifer Beggs Weber, Sarah Hupp Williamson, James Yoder

Guests: Sooho Lee, Jairus-Joaquin Matthews, Sally Richter, Alicia Freed, Logan Arrington

- I. Call to Order **9:37 am**
- II. Minutes from March 7 meeting (see separate attachment) - **Approved**
- III. Program and Course Proposals
 - A. College of Art, Culture, and Scientific Inquiry
 1. Department of Anthropology, Psychology, and Sociology
 - a) [Psychology, M.A.](#)
Request: Revise Program
Rationale: When the requirement for the GRE was removed, the letter of recommendation requirement was inadvertently removed. The need for three letters of recommendation has been added to the admission requirements.
Decision: After discussion, the proposal to revise the Psychology, M.A. program was approved.
 - B. College of Education
 1. Department of Counseling, Higher Education, and Speech Language Pathology [**BLOCK VOTE**]
 - a) [SLPA 5701 – Introduction to Communication Sciences and Disorders](#)
Request: New Course
Rationale: This course is a requirement for the proposed new post-baccalaureate certificate in speech-language pathology.
 - b) [SLPA 5702 – Speech and Language Acquisition and Disorders](#)
Request: New Course
Rationale: This course will be a requirement for the post-

baccalaureate graduate certificate in speech-language pathology.

c) [SLPA 5703 – Phonetics](#)

Request: New Course

Rationale: This course is part of the proposed post-baccalaureate SLP program that allows students to take the prerequisites required to apply to graduate programs in speech-language pathology.

d) [SLPA 5704 – Anatomy & Physiology of Speech & Hearing](#)

Request: New Course

Rationale: This course is a requirement for the proposed new post-baccalaureate certificate in speech-language pathology.

e) [SLPA 5705 – Speech and Hearing Science](#)

Request: New Course

Rationale: This course is a requirement for the proposed new post-baccalaureate certificate in speech-language pathology.

f) [SLPA 5706 – Introduction to Audiology](#)

Request: New Course

Rationale: This course is a requirement for the proposed new post-baccalaureate certificate in speech-language pathology.

g) [SLPA 5707 – Introduction to Neurological Disorders](#)

Request: New Course

Rationale: This course is a requirement for the proposed new post-baccalaureate certificate in speech-language pathology.

Decision [BLOCK VOTE]: After discussion, the proposals to add SLPA 5701, SLPA 5702, SLPA 5703, SLPA 5704, SLPA 5705, SLPA 5706, and SLPA 5707 were approved in a BLOCK VOTE.

h) [Speech-Language Pathology Post-Baccalaureate Certificate Program](#)

Request: New Program

Rationale: The proposal for a post-graduate certificate in Speech-Language Pathology responds to a growing demand for speech-

language pathologists in the United States. Employment of speech-language pathologists is projected to grow 21 percent from 2021 to 2031, much faster than the average for all occupations. About 14,000 openings for speech-language pathologists are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire. Students who do not have an undergraduate degree in speech-language pathology have few options to gain the necessary prerequisite courses to effectively and efficiently apply to graduate programs. In particular, there are no other programs in the West Georgia region that allow for this opportunity.

Decision: After discussion, the proposal to add a Speech-Language Pathology Post-Baccalaureate Certificate Program was approved.

2. Department of Early Childhood through Secondary Education

a) [SEED 6270 – Technology in the Math and Science Class](#)

Request: New Course

Rationale: This course has been taught during the Fall of 2021 and Fall 2022 under the SEED 6285 special topics course designation. The course has proven to be beneficial and popular with our students and appropriately needs its own course number.

Decision: After discussion, the proposal to add SEED 6270 - Technology in the Math and Science Class was approved.

3. Department of Educational Technology and Foundations

a) [Instructional Technology Non-Degree Program](#)

Request: Revise Program

Rationale: Removal of Non-Degree SLM Option: The program has transitioned the Non-Degree SLM option existing within this program to a Certificate Program. We want to remove the non-degree option so that all students can route through the Certificate

Option. Program of Study changes: Currently, our IT Certification classes across degree programs are inconsistent. When we aligned to the new Georgia Professional Standards Commission IT standards, we aligned the standards to the same courses across all degree programs (MEDT 7464, MEDT 7490, and MEDT 7476). For this reason, we request changing the Instructional Technology Certification segment of the Program to reflect these courses. We would add an additional IT Focused Core, which will include MEDT 7468. The purpose of this change is to make the IT Certification courses consistent across all degree programs!

Decision: After discussion, the proposal to revise the Instructional Technology Non-degree Program was approved.

4. Department of Leadership, Research, and School Improvement

a) [Post-Baccalaureate Certificate in Data Analysis and Evaluation Methods](#)

Request: Revise Program

Rationale: The certificate program has been recently transferred from the College of Social Sciences to the College of Education and has an interdisciplinary focus. Therefore, we want to revise the admission requirements to make the program more inclusive and attractive for all UWG students as well as external applicants.

Current admission criteria specify that graduate students in the College of Social Sciences should only submit the application form. We want to allow University of West Georgia graduate students to pursue the certificate without submitting an application form. We also want to remove, for all applicants, the requirement of submitting three letters of recommendation to avoid the inherent delays in the application process. Current admission guidelines state that: 1) To apply to the program, a student is ordinarily expected to have a degree in sociology or a related discipline. Applicants for graduate study in sociology must have: 2) 2.5

cumulative undergraduate GPA on a 4.0 scale 3) Submit a statement of purpose that includes reasons for seeking a certificate in Data Analysis and Evaluation Methods 4) 3 letters of recommendation 5) Students who have successfully been admitted to an MA or PhD program in the College of Social Sciences only have to submit an application form. We want to change the admission criteria as follows: 1) Transcripts from higher education institutions attended. 2) A minimum 2.5 cumulative undergraduate GPA on a 4.0 scale. 3) A statement of purpose describing the reasons for seeking a certificate in Data Analysis and Evaluation Methods. 4) Students already admitted to a graduate program at the University of West Georgia do not need to submit the application form. They should consult with their advisor and the coordinator of the certificate program and inform the Registrar of the intention to pursue the Certificate in Data Analysis and Evaluation Methods.

Decision: After discussion, the proposal to revise the Post-Baccalaureate Certificate in Data Analysis and Evaluation Methods was approved.

C. Tanner Health System School of Nursing

1. [NURS 6122 – Health Systems Leadership Clinical Nurse Leader Practicum I](#)

Request: Revise Course

Rationale: AACN requirement of increased 500 hours of clinical time and this course covers a portion of these 500 hours.

Decision: After discussion, the proposal to revise NURS 6122 was approved.

2. [NURS 6123 – Health Systems Leadership Clinical Nurse Leader Practicum II](#)

Request: Revise Course

Rationale: Certification requirements increased clinical hours to 500 total for the program. The ratio was increased from 4:1 to 5:1.

Decision: After discussion, the proposal to revise NURS 6123 was approved.

D. University College

1. Department of Civic Engagement and Public Service

a) [Master of Public Administration, M.P.A.](#)

Request: Revise Program

Rationale: The current Admission Policy (from the Catalog):

"Admission will be based on the M.P.A. Committee's evaluation of five factors: (1) A minimum 2.5 cumulative grade average (GPA) equivalent on a 4.0 scale is required, (2) Two letters of recommendation from former professors or from job supervisors, (3) A minimum total score of 291 (combining Verbal and Quantitative) on the Graduate Record Examination (GRE).

However, the following are eligible for a GRE Waiver: a.

Applicant with an earned graduate degree from an accredited

institution, b. Applicant with an earned undergraduate degree with an overall GPA of 3.0 or higher from an accredited institution, c.

Applicant with an earned undergraduate degree with an overall GPA of 2.75 from an accredited institution and at least 3 years professional, full-time, public sector or nonprofit career

experience, d. Applicant with a public or nonprofit work

experience of at least 7 or more years in a full-time, relevant

supervisory position, (4) A personal statement of about 1,000

words that describes the applicant's work experience, professional goals, the reasons they have chosen this program, why they want to

attend UWG, and how the MPA program will help the applicant

achieve the goals, and (5) A current resume" The changes and

justifications of the admission policy: The program wants to

modify two requirements in the current policy: GRE scores and the

length of the personal statement. Many other MPA programs have

already removed the GRE requirement, and this trend is expected

to continue. By removing this requirement, the program can remain competitive. In particular, most MPA students have already been in service for several years after graduating from their undergraduate degrees. Requiring the GRE as part of the admission process may create an additional burden for these students when applying to the program. In addition, we want to remove the length requirement of "1000 words." Removing the minimum length requirement allows applicants to tailor their statements to what they want to say, rather than trying to meet a specific length. It also allows for more flexibility in the application process, making it easier for applicants to apply. The quality of the personal statement is more important than the length. The new proposed policy: Admission will be based on the M.P.A. Committee's evaluation of four factors: (1) A minimum 2.5 cumulative grade average (GPA) equivalent on a 4.0 scale is required, (2) Two letters of recommendation from former professors or from job supervisors, (3) A personal statement that describes the applicant's work experience, professional goals, the reasons they have chosen this program, why they want to attend UWG, and how the MPA program will help the applicant achieve the goals, and (4) A current resume.

Decision: After discussion, the proposal to revise the Master of Public Administration (M.P.A.) program was approved.

IV. New Business

A. Graduate School

1. Updated process and timeline for review of Graduate Assistantship applications

Matt Varga, Interim Dean of the Graduate School, reported that after discussion with Faculty Deans, the Faculty Senate Chair, and the Provost, a new timeline has been developed for the review of

proposals for Graduate Assistant positions for FY25. The new timeline is intended to start earlier than the previous timeline and allow more input from different levels of faculty review into the decision-making process.

	Start	Due
Applications Open	10/1/23	10/31/23
Dept. Chair Ranks and Prioritizes	11/1/23	11/14/23
College Ranks and Prioritizes	11/15/23	12/5/23
GPC and Extended Dean's Council	1/15/24	2/4/24
Graduate School	2/5/24	2/12/24
Provost Approval	2/13/24	2/19/24
Notifications	2/20/24	

Dean Varga noted that review factors will be clearly identified, including enrollment, growth, program impact, institutional impact, credit hour production, class size, and the average class size for GTA's. Additionally, student outcomes articulated by the student, as well as alignment between program outcomes and assistantship outcomes, will be heavily considered. Dean Varga will hold workshops and create an online tutorial site to support faculty in developing a comprehensive proposal that addresses the key areas of assessment.

- B. Chair Selection for 2023-2024 Academic Year - **Chair Hadley confirmed that he will step down as GPC chair after this academic year and asked for volunteers interested in serving as GPC chair for 2023-24. No committee members volunteered at this time. The chair noted that the Faculty Senate Chair, Jeff Reber, will take up the process of identifying a qualified**

individual to serve as GPC Chair next year.

V. Announcements

A. No more scheduled GPC meetings for remainder of Spring Semester 2023

B. Other Announcements

VI. Adjourn - **10:09 am**