

Meeting Minutes | Graduate Studies Committee | October 25, 2017

Room 2102 (IUB)

Zoom Bridge 238504

10:00am-12:00 pm

- **Members Present:** John Hitchcock, Christine Leland, Marjorie Manifold, Frank DiSilvestro, Marjorie Treff, Andrea Walton, Rebecca Martinez, Leslie Chrapliwy, Cristina Santamaria-Graff,
- **Members Absent:** Brendan Maxcy, Sharice Russ, Quentin Wheeler-Bell, Jessica Lester, Kelzie Beebe
- **Ex-officio Present:** Y. Barry Chung
- **Ex-officio Absent:** Ghangis Carter
- **Guest Members:** Matt Boots
- **Staff:** Kirstin Helström
- **Presenters:** Janet Decker

I. Review/Approval of Minutes from September 27, 2017

- *Frank DiSilvestro moved to approve the minutes from September 27, 2017 as presented.*
- *Marjorie Treff seconded the motion.*
- *All in favor.*

II. Information Items

A. Dissertation Proposal Form:

- i. Barry Chung briefed the committee about the language changes to the dissertation proposal approval form, which more clearly articulates the conditions for IRB review. The language added to the proposal approval form is as follows:
 - Yes: The proposed study involved the use of human participants. Evidence of IRB approval must be submitted with this form.
 - No: The proposed study clearly does NOT involve the use of human participants (e.g., meta-analysis of publicly available research studies, computer/mathematical simulations, analysis of public records or policies)
 - Unsure: It is unclear whether this study requires IRB approval (e.g., analysis of archival data). In this case, consult IRB and get approval when needed. Submit either IRB's confirmation that the study does not require IRB review or evidence of IRB approval, whichever is applicable.

B. Building Renovations

- i. Leslie Chrapliwy informed the committee that Ballantine Hall and Geology will close (likely for a full academic year) soon for both infrastructure and cosmetic changes, implying that classrooms all across campus will be more frequently reserved, impacting conference room reservations as well. Kirstin Helström will need to contact faculty members of several committees to (re)schedule meetings (prior to

faculty knowing their course schedules), in hopes of maintaining School of Education room reservations for the committee meetings.

III. **New Business**

A. New Programs

- i. Janet Decker presented the proposal for an EdD minor and EdS cognate in Education Law. She explained that this minor allows students to be more legally literate and also more marketable upon degree completion. Since the courses are offered online, online students, such as those in the IST EdD, often elect to take these courses.

- *Frank DiSilvestro moved to approve the EdD minor and EdS cognate as presented.*

- *Marjorie Treff seconded the motion.*

- *All in favor.*

- ii. Matt Boots presented the IST EdD Minor and Adult Education EdD Minor on behalf of Tom Brush. GSO has requested all departments that wish to have a 9 hour Ed.D. versions of their 12 hour Ph.D. minor have those officially codified in the Bulletin and approved by GSC and Policy Council. During our recent Bulletin updates, Department Chair Tom Brush submitted 9 hour versions for both Instructional Systems Technology and Adult Education. This will be listed in the upcoming Bulletin.

- *Several members moved to approve the IST and Adult Education minors as presented.*

- *Leslie Chrapliwy seconded the motion.*

- *All in favor.*

iii.

B. New Course

- i. John Hitchcock presented the new course H625 on behalf of Peg Sutton. He reminded the committee that this course was raised in the previous meeting. The program needs a practicum course and a new course number to correspond. The course proposal form is light on content because the very nature of a practicum experience creates a great deal of variation due to placement of students.

- *Marjorie Treff moved to approve H625 as presented.*

- *Frank DiSilvestro seconded the motion.*

- *All in favor.*

ii.

IV. **Other Updates**

- A. Barry Chung and John Hitchcock briefed the committee on the second dissertation format town hall meeting. John Hitchcock mentioned the themes he saw in the

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second meeting were: discussion around why doctoral degrees include a dissertation requirement; the need for flexibility with format (dissertations do not need follow the typical 5-chapter format); the concept of apprenticeship/training as part of the dissertation process; and the concept of determining quality in a dissertation resting predominantly with the dissertation committee.