

Graduate Curriculum Team  
Agenda  
First Fall Meeting – October 22, 2008  
Whitaker 227 12 – 1 p.m.

Members: Epple, Dr. Michael (CAS) ; Ray, Dr. Linda (EDU); Coccoma, Dr. Patricia(CPS) ; Hunt, Dr. Dennis (CHP); Aboulnasr, Dr. Khaled (BUS) ; Hartung, MaryKay (LIB); Herrick, Christen (Graduate Student – CPS) ;

Ex-Officio member: Duff, Dr. Cathy; recorder: Amundsen, Sherrie

- I. Introductions
- II. Deadlines and planned curriculum reviews, course changes, etc. for this AY – Cathy Duff (as currently known )
- III. Election of Facilitator/Chair (and Co-Chair?)
- IV. Revision of Senate Bylaws on the Graduate Curriculum Team – Review charge, as directed by the Senate Leadership Team. Review responsibilities and membership of the Team. Send any recommended changes to the Senate Leadership Team through the Team Facilitator)
- V. Meeting Schedule for remainder of the semester (WH 227 is reserved every other week this semester 12- 1 p.m.)
- VI. Additions to the agenda

From the Senate Bylaws:

**(f) Graduate Curriculum Team**

**(i) Composition**

The composition of the Graduate Curriculum Team shall be as follows: Elected members (2-year terms, elected by the in-unit faculty members of their respective units): one faculty member with graduate faculty appointment representing each College; one faculty member representing Library Services who is the liaison to a graduate program. Appointed members (2-year terms): two in-unit faculty members with graduate faculty appointment to be appointed by the Provost.

*Ex-officio* members: Director of the Office of Graduate Studies; one representative from the Office of Curriculum and Instruction; *ex-officio* members as appropriate to the Team's task appointed by the Team's facilitator (1-year term); one graduate student representative appointed by the SGA President (1-year term). Members of the Graduate Curriculum Team shall elect a facilitator from among the Team's faculty members.

**(ii) Responsibilities and Duties**

The Graduate Curriculum Team will review proposed changes in, additions to, and deletions from the graduate curriculum, course descriptions, and catalog information and forward recommendations to the Director of the Office of Graduate Studies and to the Provost. The Graduate Curriculum Team is responsible for developing policies and procedures associated with the creation, maintenance and revision of graduate curriculum. In addition, the Graduate Curriculum Team is responsible for regular collaborations with the Undergraduate Curriculum Team facilitator and the Graduate Affairs Team facilitator.

