

Minutes

Graduate Course and Program Review Committee

Wednesday, February 26, 2025

Stayer 104

Present: Aileen Hower, Alison Wells, Ann Marie Licata, Barb Havercamp, Beth Powers, Cayleigh Minter, Charlton Wolfgang, Clarence Maxwell, Deborah Tamakloe, Drew Hunter, Duane Hagelgans, Erin Moss, Ieva Zake, Julie Lombardi, Karena Rush, Lara Willox, Laura Granruth, Leslie Gates, Lynn Marquez, Marc Felizzi, Marc Harris, Nicole Pfannenstiel, Ollie Dreon, Scott Warner, Tiffany Wright

1. Review and Approval of January Minutes (thank you Alison Wells for taking minutes):

- a. [GCPRC Minutes 01.29.2025.docx](#)

Motion: L. Gates | Second: L. Granruth | Abstained: A. Licata | Approved

2. Welcome and thank you to Deans for attending: I. Zake, M. Harris

- a. Spreadsheet for enrollment trends and Dean/Faculty led Graduate Curricular and Policy bodies in PASSHE
- Why centralized Graduate Dean support is needed
 - Why involved College Deans are needed
 - Ongoing question for GCPRC: What else should be added and how can it be used

3. Curricular Review

- a. WSSD 605 Sports and the Law – C. O'Connell
- <https://app.coursedog.com/#/cm/request/Cjp61wrik6jcHG3o3huL>

Motion: L. Granruth | Second: T. Wright | Abstained: None | Approved

- b. Curricular voting form

Yes: 14 | Abstained: 0 | No: 6 | Approved

4. Announcements from Dean Lara Willox

- a. Form update
- As of today, the graduation Quali form have been deactivated
 - Changed to fillable pdfs – complete and send to Amanda Amspacher who will then circulate for signature using DocuSign
 - Thesis Proposal Approval Form – S. Warner will continue to use
- b. Graduation policy reminder
- Currently grad students with summer courses cannot walk – no for all
 - Exceptions have been made for students with only one summer course
 - Why is policy different than undergrad – they can walk if they have three or under credits remaining for summer
 - Will allow three or under credits for grads – apply for exception
 - Winter is not included in grad policy

- v. Should number of credits be taken out of policy and just say summer? Will be brought to subcommittee

5. Subcommittee Updates:

- a. Policy Subcommittee – N. Pfannenstiel
 - i. Once progress is made, will share
- b. M.Ed. Subcommittee – T. Wright
 - i. Hold off on creating MED courses until can gather data – requesting help from GCPRC
- c. GA Allocations Subcommittee – B. Havercamp/L. Willox
 - i. Allotment will be confirmed and should be finalized by end of week
 - ii. Allotments are based on historical data of who had worked on campus

Motion made to approve the work completed by the GA Allocation Subcommittee and move the spreadsheet forward as developed by Subcommittee: D. Hagelgans | Second: L. Marquez | Yes: 12 | Abstained: 2 | No: 2 | Approved

6. New Business

- a. GCPRC Chair for 2025-2026, 2026-2027, 2027-2028 (3-year term)
 - i. Need name

Meeting was adjourned at 2:50 PM

Minutes submitted by A. Wells

Curriculum tallies added by N. Pfannenstiel