

DOCTORAL CURRICULUM COMMITTEE

Wednesday, October 3, 2007 – 1:30-3:30 p.m., Room –Room 210

AGENDA

Dial In Number: (866) 744-8809

Access Code: 9542628711

- I. Call to Order – Dr. Donald Gainey, Chair
Present: Drs. Vesna Beck, Jacqueline Browne, Karen Bowser, Alan Cohen, Wilma de Melendez, Charles Faires, Linda Howard, Marcelo Castro, Ron Parlett, Frederick Ricci, Sharon Santilli, Michael Simenson, Linda Simunek, Shelley Victor, and Tatjana Martinez
- II. Minutes of Previous Meeting – Approved as sent to the members
- III. Old Business
 - A. Courses under Development – A list of courses still to be developed and approved by the DCC had been sent to the DCC members. It was noted that additional minors were being developed and additional courses would need to be reviewed.
 - B. Workload – 3 credit courses vs. 6 credit courses – A extended discussion was held regarding the amount of work that is being required in 6-credit and 3-credit courses. In some instances, students have complained that in their opinion the amount of work required for a 3-credit course exceeded the amount of work required for a 6-credit course. Dr. Michael Simenson presented materials (i.e., “Literature Based Recommendations for Distance Delivered Instruction” and “Guidelines – Student Time Commitment for a 3-Semester Credit Online Course”) as a basis for the discussion. The discussion concluded with no specific recommendations. Rather, the committee process of approving the syllabi doctoral level courses would continue. If there were concerns regarding the nature of a course or the course requirements, the committee review structure would make recommendations to the lead professor for the course. To date, the collegial working relationship of the DCC members has resulted in individuals making recommendations for changes to a syllabus that have been dealt with in a professional manner.
- IV. New Business
 - A. EDD 7710 – Principles & Theories of Adult Education – Linda Howard
A sub-committee of the DCC reviewed the course syllabus and recommended some changes. Based upon a recommendation of the sub-committee, a motion to approve the revised syllabus was moved, seconded, and passed.
 - B. EDD 7714 – Adult & Continuing Education Program Planning – Linda Howard
A sub-committee of the DCC reviewed the course syllabus and recommended some changes. Based upon a recommendation of the sub-committee, a motion to approve the revised syllabus was moved, seconded, and passed.

- C. EDD 8260 – Introduction to Linking Learning and Leadership to Brain Research – Denise Kelly

A decision regarding this course was deferred until such time until such time as the issues addressed by the sub-committee of the DCC can be satisfactorily addressed.

- D. EDD 8261 – The Frontal Lobe as CEO of the Brain – Denise Kelly

A decision regarding this course was deferred until such time until such time as the issues addressed by the sub-committee of the DCC can be satisfactorily addressed.

- E. EDD 7043 – Regulatory, Legislative, and Educational Trends in Communication Sciences and Disorders – Shelley Victor

A sub-committee of the DCC reviewed the course syllabus and recommended some changes. Based upon a recommendation of the sub-committee, a motion to approve the revised syllabus was moved, seconded, and passed.

- F. Anonymous sources, blogs, and wikis – A discussion was held regarding the use of blogs and wikis as references for doctoral students. While there was some discussion that professors could use blogs and wikis as part of their classes, it was recommended that a general statement be added to the course syllabus “template” prohibiting the general use of simplistic opinionated references.

- G. Professor vs. Instructor in course syllabi – Vesna Beck initiated a discussion of the use of professor vs. instructor in the doctoral course syllabi. It was decided that the terms “professor” and “lead professor” would be used in the syllabus template.

- V. Other Business – The following items will be discussed at a later meeting:

- A. EDD 8262 – Rewiring the Organizational Brain – Denise Kelley (Deferred)

- B. EDD 8263 – Improving Thinking Power in Organizations – Denise Kelley (Deferred)

- C. EDD 8264 – Engaging in Brain Power of Organizations – Denise Kelley (Deferred)

- D. EDD 7609 – The Psychology of Aging: A Study of Humanistic, Transpersonal, and Life-Span Development Theory – Jacquelyn Browne (Deferred)

- E. Syllabus approval procedures – A discussion of the procedures regarding the adoption of course syllabi was held with the implementation of the sub-committee process for reviewing course syllabi. It was agreed that faculty members submitting syllabi for consideration would need to adhere to strict timelines. All syllabi for consideration will need to be submitted for consideration at least two-weeks before a DCC meeting. Copies of all syllabi will be submitted to all the DCC members although a sub-committee will be primarily responsible for reviewing each syllabus. Any DCC member can make recommendations for changes to a syllabus. All revisions to a course syllabus must be made prior to the DCC meeting so that the revised syllabus can be distributed to the entire DCC members prior to the meeting where the syllabus will be considered. Any discussion of the syllabus in question will be limited to the issues previously submitted by DCC members.

- F. Course revisions – A discussion was held regarding course revisions. The sense of the committee was that lead professors receive compensation for revising courses as part of their duties and responsibilities as a lead professor. However, the notion of a schedule to review an entire concentration or minor in terms what is current in the field needs to be established.
 - G. Establishment of Concentrations and Minors – A discussion was held regarding the creation of new concentrations and minors at higher levels of the FSEHS organizational structure without consideration of the impact on other concentrations or minors. Dr. Karen Bowser indicated that she is presently addressing this situation.
 - I. Grading system – The idea of changing the present A, B+, B and F grading system to an A, A-, B+, B, and F grading system was presented. This item will be placed on a future agenda.
 - J. Incomplete grades – The burden for incomplete grades rests with individual students. However, it is incumbent upon the course professor to complete an “Incomplete Grade Agreement” form with the student and submit same to the Office of Academic Affairs. If the faculty does not submit a change of grade form to replace the incomplete grade, the grade will automatically be changed to a grade of “F” at the end of the following semester.
- VI. Next meeting – December 5, 2007– 1:30-3:30 p.m. – Room – 210
- A. Future meeting dates
 - February 6, 2008
 - April 9, 2008
 - June 4, 2008
 - August 6, 2008
- VII. Adjournment