

Graduate Council Meeting Minutes

Thursday, December 2nd 2021 Remotely with Google Meet 3:30pm -5:00pm

Present: Renee Scapparone, Becky Copper-Glenz, Brady Chen, Amy McGlothlin, Michael Hoberman, Petri Flint, Laura Baker, Deborah Stone, Lynn D'Agostino and Jennifer Murray.

Absent: Barbara Cormier, Viera Lorencova, Soumitra Basu, Jennifer Murray and Nancy Murray

Guests: Richard Wiebe, Amber Deschenes, Mark LaBlanc (filling in for Barbara Cormier)

Review of the Minutes from the November 4th, 2021 Meeting

Motion to Approve: Petri Flint

Second: Deborah Stone

Vote: Unanimous Approval

Proposals

GCE 21-22- 09 Course Removal CJ 9860 Option III Thesis – Behavioral Sciences

Motion to Review: Petri Flint

Second: Deborah Stone

Discussion: Richard Wiebe presented this proposal which is a request to remove this thesis course from the program. The program has been revised and there is a capstone course revision which will allow an option for a thesis so there is no longer a need for this additional thesis course.

Motion to Approve: Petri. Flint

Second: Amy

Vote: Unanimous Approval

GCE 21-22-10 Course Change CJ 9840 Theory and Practice Capstone Project – Behavioral Sciences

Motion to Review: Deborah Stone

Second: Lynn D'Agostino

Discussion: Richard Wiebe presented this proposal indicating that the purpose is to accommodate the needs of students in the professional studies track of the CJ program in

completing the 12 credits in the current capstone in alternative ways. Students will be able to complete a 6-credit capstone and take 2 three credit elective courses or they will complete all 12 credits as elective courses. This change is based on research looking at similar programs at other institutions and the common practices. Students will also have the option to repeat the capstone course twice and this option will be reserved for students wishing to write a thesis. Requests for a repeated capstone experience need to be approved by the graduate program committee.

A suggestion to consider a 30 credit masters program was made to attract a larger audience. Richard Wiebe indicated the they department has considered the number of credits and will keep this in mind for future discussions.

There was a question regarding whether or not the program chair had approved the proposal as the form submitted did not have a check mark. It was confirmed that Richard Wiebe is the chair and has approved. There was also a question of whether or h the course syllabus was required. Richard indicated that the course was not change changed, just the course description in terms of number of credits.

It was noted that Academic Dean of the School, Sara Levine approved the proposal.

On the proposal the course banner abbreviation was different than the course title. The course title is listed as "theory and practice capstone project" but the banner abbreviation is just "capstone". Mark LeBlanc, Associate Registrar confirmed that the title of the course is what is listed in the catalog, not the Banner title, so this is fine.

Motion to Approve: Petri Flint

Second: Laura Baker

Vote: Unanimous Approval

GCE 21-22-11 Program Change – CJ Police Certification and Professional Studies – Behavioral Sciences

Motion to Review: Petri Flint

Second: Amy McGlothlin

Discussion: Richard Wiebe presented this proposal with an updated plan of study. This proposal was submitted because the department wanted to redefine the professional studies track to include students that want to learn about areas outside of law enforcement but explore areas within criminal justice and related fields. When the professional studies track was added to the CJ program, the only change that was made was adding the 12 credit capstone to replace the police academy requirement for a small number of students that could not complete the academy but wanted to complete the masters program. The original list of courses for the Masters program were required for the municipal police program as part of the academy training. There has been a recent revision of the academy curriculum so none of the

masters courses no longer have content that is required for the academy so we are open to updating the masters program as we would like to serve a wider variety of audiences. The department would like to require the basic method and theory courses that are required by all sister institutions and also add a cultural diversity and communication course and an ethics course. The cultural diversity and communication course is a course that has been offered previously in the department and is not a new course. The program has moved from 8 required courses to 4 required courses for students in the academy program. The professional studies program required 5 courses and is available to students that may not have a background in criminal justice. Remaining courses for both the professional studies and the academy tracks are electives.

It was confirmed that students in the professional studies track who have an undergraduate criminal justice major will not be required to complete the 5th course. The academic advisor in the department will direct students on what courses to take so the Registrar's office will not place a pre-req on CJ 7240.

It was confirmed that the Academic Dean, Sara Levine has approved the proposal.

Motion to Approve: Petri Flint
Second: Deborah Stone
Vote: Unanimous Approval

GCE 21-22-12 Program Change CJ Courses on Hold – Behavioral Sciences

Motion to Review: Petri Flint
Second: Deborah Stone

Discussion: Presented by Richard Wiebe. This proposal confirms which courses are part of the current Criminal Justice Program. There are 7 courses from the previous program that are being retained as determined by the department. All other courses on record from the prior program can be eliminated.

Motion to Approve: Amy McGlothlin
Second: Petri Flint
Vote: Unanimous Approval

GCE 21-22-13 New Policy Withdrawal or Discontinuance Policy – GCE

Motion to Review: Petri Flint
Second: Deborah Stone

Discussion: Amber Deschenes from the School of Graduate, Online and Continuing Education brought forward this proposal to allow an formal process for student withdrawal from the University.

Motion to Approve: Deborah Stone
Second: Deborah Stone
Vote: Unanimous Approval

GCE 21-22-14 Policy Change Leave of Absence Policy - GCE

Motion to Review: Deborah Stone
Second: Petri Flint

Discussion: Amber Deschenes from the School of Graduate, Online and Continuing Education brought forward this proposal to update our leave of absence policy to make it clear to students how to request a leave of absence and also allow us to better track who is on leave and reach out to them prior to their planned return to assist.

Motion to Approve: Petri Flint
Second: Amy McGlothlin
Vote: Unanimous Approval

New Business - None

Motion to Adjourn: Becky Copper-Glenz
Second: Michael Hoberman