Minutes from Meeting
2:30-3:00PM
Rooms 2102 (Bloomington) and 3138B (Indianapolis)

Members Present: Alex McCormick, Heidi Ross, Paula Magee, Chad Christensen, Beth Berghoff, Ben Edmonds

Ex-Officio Present: Elizabeth Boling, Ghangis Carter, Chalmer Thompson

Members Absent: Karen Wohlwend

Staff: Terri Shockley, Matthew Boots, Liyao Zhao

Presenters: James Damico

I.   Introductions
       Each member of the GSC/RAFA Committee introduced himself/herself.

II.   Nomination for Chair
       Elizabeth Boling opened up the floor for nominations for chair of the GSC/RAFA.
       ➢ *Heidi Ross motioned to nominate Alex McCormick as chair of the GSC/RAFA committee for 2014-2015 year.*
       ➢ *Ben Edmonds seconded the motion.*
       ➢ *All in favor.*

III.   Review and Approval of Minutes from April 29, 2014
       ➢ *Ben Edmonds moved to approve the minutes from April 29, 2014, as presented.*
       ➢ *Beth Berghoff seconded the motion.*
       ➢ *All in favor.*

IV.   Old Business
       A. **Course Change Request: L750**
          James Damico presented this item. L750 is one of the courses for the online Ed.D. program that is going to launch in the LCLE department. For L750, several areas have been clarified and a couple of minor mistakes have been fixed in the course change request. First, S/F grading approval being requested has been changed from "Yes" to "No" under #14 item. Second, "the change course typically offered" has been clarified under item #26. In the areas of ESI 2, ESI 3 and ESI 4, the information has been uploaded to replace "see attachment". Currently, L750 is taught face to face. This is a change request to allow L750 to be taught online in preparation for the online Ed.D. program in the LCLE department that is moving for approval.

          Next, the committee was invited to ask questions or provide suggestions for this course change request. Heidi asked why this transition stage is necessary in considering

whether to add L750 to the Ed.D. curriculum. Elizabeth stated that the School of Education has a policy that any course being taught which is going to be moved online should come through as a course change request first in order to avoid complications with federal and inter-program oversight. The aim of the proposal is to make sure the syllabus of future online courses lend themselves to online learning. Chalmer was wondering where the policy was initiated. Elizabeth said it was initiated in the School of Education. Paula inquired why every course needs to be approved. Elizabeth answered that, in order to uphold the academic standards of its doctoral programs, the syllabus for the online classes should match the course descriptions in the bulletin for the required class.

> ➢ *Heidi Ross moved to approve the course change request for L750, as presented.*
> ➢ *Ben Edmonds seconded the motion.*
> ➢ *All in favor.*

V.   New Business
   A. **Bulletin Revision: Co-requisite Labs S/F Grading**
       Elizabeth presented this agenda item. There are Co-requisite labs courses that are being taught together with the inquiry courses. Those labs courses are being graded S/F. The School of Education Bulletin indicates that Ed.S., Ed.D. and Ph.D. students cannot count S/F courses (with the exception of dissertation credits) in their programs. Although students do not now count these courses in the major or the minor, they do count them in their general electives area of their programs. This has been slipping through without notice, but cannot continue to do so. Elizabeth suggested allowing the lab courses co-requisite with graded courses to be added to the exceptions to agree with the policy.

       Heidi inquired that whether these lab courses are the extension of the class period or not. Elizabeth clarified that the lab courses are actually held at separate times, so they are not just the extension of the class period. Heidi also asked if these courses are worth an additional credit. Elizabeth confirmed that there is a lab credit.

       Elizabeth explained that it has been general practice for instructors to issue S/F grades even though it is against school policy; however neither the students nor the faculties have complained about the S/F status for these lab courses.

       Ben asked that if there is a list of exceptions for the workshop courses. Elizabeth said there might be a list of some workshops online but we have not found it. Currently, workshops on the "list" count for course credit. However, there is a language elsewhere in the bulletin which restricts the use of workshops counting toward the doctoral program. Elizabeth hoped to clarify qualifying workshops in upcoming bulletin.

> ➢ *Ben Edmond moved to approve the bulletin revision for co-requisite labs S/F grading, as presented.*
> ➢ *Heidi Ross seconded the motion.*
> ➢ *All in favor.*

B. **Course Change Request for Masters of Science in Technology for Learning:**
Beth briefly presented the course change requests for Masters of Science in Technology for Learning. The set of five courses (W 515, W520, W531, W540 and W550) was approved as part of the new program entitled Masters of Science in Education in Technology for Learning (online) by the Policy Council of the Core Campus on March 26, 2014. The title and course descriptions of these courses were rewritten because they needed to be updated to match the current content and teaching strategies of the courses.

Elizabeth explained W520, W540 and W550 did not show up as approved courses in the bulletin so those courses will need to be proposed as new courses in the system even though they have been taught before. This agenda item will be further discussed in the next GSC/RAFA Committee meeting.