California Baptist University
Graduate Curriculum Committee
April 18, 2005

Members Present: Jonathan Parker, Gayne Anacker, DawnEllen Jacobs, Bruce Stokes, Erica McLaughlin, Shawn Koning, Shelly Rupard, Gary Bonner, Gary Collins, Gail Ronveaux, Andy Herrity, Daniel Skubik, Mary Crist, James Lu, Darrell Passwater

- Bruce Stokes opened with prayer.

- Andy Herrity submitted a proposal for two courses BUS 587 Advanced Survey of Church Business Administration I, and BUS 588 Advanced Survey of Church Business Administration II. The courses are related to the annual NACBA seminar and are designed to give seminar attendees an opportunity to receive and transfer college credit to a business degree at CBU. The courses each require attendance at 60 hours of the seminar as well as completion of a project. These courses are not a part of the usual degree offerings, but they are aligned with curriculum covered, and students who wish to transfer into a degree program would be allowed to variance units depending on the seminar topic.
  - Gail Ronveaux confirmed that students would be admitted under Special Student status when enrolling for these classes.
  - Bruce Stokes questioned the rigor of the project and students’ probability of success. Dr. Herrity responded that it requires rigorous application of concepts presented in the seminars to articulate a problem, research objective solutions and apply to that research to a personal situation. Students would need to create multiple drafts of the project prior to completion.
  - Mary Crist noted that the objectives stated are actually content, not performance indicators. Since students have the option to address a selection of the objectives, there was concern that not all objectives would be assessed or met. There was general consensus that the courses requirements needed to include more accountability for the 60 hours of seminar attendance, and the proposal was amended to include some sort of reflective assignment in addition to the project.
  - Ms. Ronveaux asked if the courses would be cross listed with an undergraduate number. Similar undergraduate options already exist for which students seeking undergraduate credit only write a reflection of the seminar. Dr. Herrity confirmed that he would be willing to allow students to attend another seminar during another year for grad credit.
  - The motion was approved as amended

- Gail Ronveaux brought recommendations from the Admissions and Retention Committee aimed at standardizing and clarifying the university catalogue admissions policies.
  - English language proficiency was added to all programs.
  - Admissions requirements for all graduate programs were aligned to include standard elements such as bachelor’s degree, minimum GPA,
application, transcripts, letters of recommendation, fees, and application essay.
- Programs will retain individual requirements as appropriate.
- Changes were approved.

- James Lu resubmitted a proposal for two concentrations in the MA English program. Each concentration would consist of the same 3 competency requirements, 3 core courses, 3 breadth and perspective courses, and 3 research units. Students would select 4 approved elective courses to pursue a concentration in Literature or English Pedagogy. The concentration in English Pedagogy would allow a students to combine the Teacher Credential program with the MA in English and complete both in 39 units plus student teaching. The proposal was approved.

- Mary Crist presented a proposal to modify the Master of Science in Education with Teaching Specialization.
  - The proposal would remove non-viable courses from the degree and reposition others. These options would allow CBU to partner with BITSA programs in local school districts.
  - Re-organization of elective options will allow CBU students to bring in 11 units as electives and pursue a specialization option for a reading specialist certificate or a 5th year credential.
  - Students pursuing a professional clear credential through district BITSA programs take two years to complete the certification and offer no academic credit for the work done; this proposal would allow them to meet the same requirements in the same timeframe and earn a degree as well.
  - No new courses are being created or will be required.
  - EDU 551 Language Acquisition will be removed as a prerequisite for EDU 550 Bilingual Issues and Methods, but will remain as a suggested course to be taken before EDU 550.
  - The proposal was approved.

- The meeting was adjourned at 4:05 pm.