

GFEC Minutes

Monday, February 26, 2024 | 9:00 a.m. – 10:00 a.m. through Webex

Attendees: Laura Gathagan (chair), Chris Badurek, Austin Colucci, Kevin Dames, Vincent DeTuri, Jennifer Martin Tse, Peter McGinnis, Lori Reichel, Kimberly Rombach, Pam Schroeder, Marinda Souva, Jillian Tucker, Nance Wilson

Absent: Teagan Bradway, Nancy Diller, Eileen Gravani, Carol Van Der Kar

1. Approval of Minutes from 2/12/24 meeting (approved by all attendees)
2. Graduate Student Travel Funding Application: McDowell (Literacy)
 - An application was received from a graduate student who attended a conference. C. Badurek noted the amount as reasonable, application looks positive.
 - P. Schroeder noted \$3300 was available for funding.
 - N. Wilson shared that this was for a department project, the conference occurred this past weekend, and some funding was coming from other places.
 - C. Badurek noted this being the only request made over a period of years in which questions arose about why more graduate students are not applying and how can we share this opportunity.
 - This topic could be raised at the grad coordinator meeting, yet no meeting is currently scheduled. L. Gathagan will chat with someone at the chairs' council, and recommend having a travel and a research award (2 separate applications).
 - P. Schroeder said she would email grad students about the award.
 - Motion to cover \$500 as requested (C. Badurek moved, P. McGinnis seconded; all approved)

3. Graduate Tasks in Curriculog:

A. Alteration of Existing Courses:

EDU512 - Teaching Elementary School Mathematics (removal of co-requisites): this course was noted as no longer being on the GFEC's plate; removed from the committee's task list.

AED 645 – Student Teaching: Adolescence Education – Science (course alteration)

- V. DeTuri noted this alteration comes from Arts and Sciences in which the update is to combine with other programs.
- No discussion due to being straightforward and linked to program alteration.
- N. Wilson moved to approve, P. McGinnis seconded; all approved.

LIT 516 – Teaching Literacy in the Intermediate Grades (course alteration)

- K. Rombach noted the pre-req was unusual due to course sequencing; therefore removing pre-req.
- N. Wilson noted LIT 511 was being kept as a pre-req.
- N. Wilson moved to approve, P. McGinnis seconded; all approved.

New Courses:

B.

- [CUL520](#)- Introduction to Diversity, Equity, Inclusion and Belonging
 - [CUL530](#) – Inclusive Leadership
 - [CUL540](#) - Diversity, Equity, Inclusion, and Belonging Measurement and Accountability
 - [CUL590](#) - Internship in Diversity, Equity, Inclusion, and Belonging
- L. Gathagan noted that the Certificate program has been held back, not sure if this is coming from CGIS. Therefore, for the purposes of this meeting, only the stand-alone courses will be considered. The CUL 590 Internship course still needs adjustments to description/etc.

Note: CGIS refers to the Center for Gender and Intercultural Studies at SUNY Cortland.

The following comments were made regarding the courses/program:

- N. Wilson - proposal was for a full program; who is included in “belonging”; questions about who will be teaching; concern about how terms are defined, including throughout the potential program; need to ensure we are upfront with each course/program;
- L. Gathagan - more robust definitions are recommended on syllabi for DEIB (diversity, equity, inclusion and belonging);
- C. Badurek- questioned if a background study was done regarding the demand for this program; this information is recommended to be inputted into the program’s information area to justify the program’s need;
- N. Wilson- Who would be teaching the courses? What budget is being used? If no one is available to teach it, would the courses be taught by only adjunct instructors;
- C. Badurek- went through a the process through CGIS for adjunct funding – does this go through Provost office/not Deans Office?
- V. DeTuri – should focus on the curriculum/program, not about funding/staffing issue;
- L. Gathagan - Chairs of school committees have concerns; information is being forwarded; “let’s postpone until a future meeting”;
- K. Romback – more information is needed about the context of these courses taught within this certificate program;
- M. Souva- information on syllabi infer in-person courses, yet aren’t these supposed to be online? How can the courses be developed to ensure objectives are met?;
- K. Dames – enrollment for optional course? Is there an audience – will there be enough students for not just courses, yet the program overall?; For CUL 520, the research program is half of the final grade; two overall assignments are noted on syllabus, yet many topics are noted; how can so much be covered in a limited number of assignments?; the final project is noted for the last week of the semester (is that one paper an enriching experience?);
- N. Wilson- there is a common theme across all syllabi; assignments need to reflect of each individual course; go back to how terms are being defined and ensure assessments are able to show evidence for Student Learning Outcomes (SLOs);
- C. Badurek- when might the grad coordinators meetings start again in which this program/these courses can be discussed? This is a worthy conversation (not sure this meeting will occur this semester);
- L. Gathagan- there is a need to discuss how graduate programs are doing overall at the university- in other words, which are growing? The university needs to ensure resources are used appropriately;
- K. Romback- noted how the syllabi do not demonstrate inclusivity within the explanations;
- N. Wilson- how are courses being taught? Online meetings? Etc.; review the syllabi for able-ism;

- P. Schroeder – it might be helpful for the committee to see the questions being asked on the application forms;
 - C. Badurek- people are able to attend meetings regarding this program/these courses;
 - L. Gathagan- these courses will not be approved for the fall;
 - K. Dames - Syllabi need to include all required statements;
 - L. Gathagan -Further discussion/decision is postponed until further information is provided.
- o HLH 526 – Killer Bugs: Vectors of Human Disease
- Move to discuss- C. Badurek/ second N. Wilson
 - L. Reichel shared some background of the course for the Health Department;
 - C. Badurek- Was the Biology department contacted?
 - V. DeTuri - SLOs can be cleaned up (the etc. ticks, etc)- keep general so whoever teaches the course can have flexibility;
 - N. Wilson- is there an updated text? The listed one is 2012.
 - L. Gathagan- as a courtesy, please reach out to other departments;
 - V. DeTuri - contingent pass; doesn't seem to conflict with any grad level courses in Bio department;
 - P. McGinnis approved with contingencies, C. Badurek seconded; all approved.

4. Additional Comments:

- Update- N. Wilson shared why she is present instead of Keith; Keith was involved in an accident in TX. People can leave messages for Keith here: <https://www.kudoboard.com/boards/Fs6EBihT>

N. Wilson motioned to adjourn/C. Badurek seconded.

Minutes: written by L. Reichel