



## **2018-2019 GRADUATE PROGRAMS COMMITTEE (GPC) CHARGE**

The UNLV Graduate Programs Committee (GPC) is central to the delivery of high-quality graduate education at UNLV and a key gatekeeper to ensure excellence.

The GPC meets monthly from September through May and is charged with the following responsibilities:

- Review and make recommendations on all proposals for new graduate certificates and programs.
- Review and make recommendations on all proposals for changes to existing graduate certificates and programs.
- Review and make recommendations on all proposals to place graduate certificates and programs on hold or eliminate them.
- Coordinate with the Graduate College to implement new Interdisciplinary Graduate Program (IDGP) guidelines.
- Review and be familiar with the NSHE new program list from UNLV.
- Work on creating a template and guidelines for the establishment of new graduate certificates and programs, including:
  - A business template to address non-academic information that is required (space, budget, etc.);
  - A section providing resources to developers of new certificates and programs;
  - A check-list of responsibilities and steps that are necessary after new certificate and program approval and before admissions begin.
- Additional projects and engagement at the will of the Committee and as need arises.

Graduate College coordination:

- Dr. Emily Lin, Associate Dean: Advises on policies and best practices; ensures quality, excellence, and rigor; represents the Dean in meetings.
- Ashley Weckesser, Curriculum Manager: Advises on requirements and processes; oversees certificate and program processing and implementation; manages Graduate Catalog, Handbooks, and Curriculog.
- Dr. Kate Korgan, Dean: Consults as needed; reviews Committee recommendations; renders final decisions; makes Graduate College

recommendations to Executive Vice President and Provost.

- Leslie Hunter, Executive Assistant to Dean: Assist with room reservations; help with Google Sites (to ensure agendas and minutes are posted); provide guidance as needed.