Advanced Program Meeting Minutes  
March 21, 2012  
1:00 – 2:00

Attending: Dr. Thomas Starmack, Darlene Perner, Dr. Cherie Roberts, Dr. Ginny Bonomo, Dr. Fran Kendris, Dr. James Krause, Dr. Denise Davidson, Darla Bressler, and Dr. Timothy Phillips

- Minutes from the last meeting were reviewed and approved

- Dr. Starmack stated that the focus of this meeting was to continue the discussion of GPS (Graduate Professional Seminar)

- Dr. Starmack talked about several components that could be used to provide instructional support
  o Library Tutorial – The committee was asked to review it. It was suggested that it would be sufficient to meet the needs of the students. One concern was that it requires 3 hours to complete and would be something that could not be covered in the GPS class and should therefore be completed outside.
    ▪ Committee members were asked to review the library tutorials
  o BOLT- it was determined that the existing tutorials would be sufficient to orient the students
    ▪ Committee members were asked to review the library tutorials

- Dr. Bressler explained to the committee the resources of the library and expressed the library’s willingness to assist.
  o There are 8 training modules that cover library skills. She related that it would take between 2.5 and 3 hours to complete. This includes an assessment to evaluate student mastery. These modules are geared for freshman
  o She also stated that the library would be willing to create custom instruction to meet individual department needs
  o Committee members were asked to review the library tutorial

- Dr. Perner and Dr. Davidson agreed to develop the APA tutorial for the GPS.

- Dr. Starmack will create an information memo for new graduate students concerning the resources on campus including the library, parking, financial aid, BOLT, email, and their log-on and password. This memo will be submitted to Office of Graduate Studies with the request that it be sent out to new graduate students.

- Committee members were asked to individually complete the GPS document.

- The next meeting will be on April 4th.