

Minutes of **University Graduate Council**
October 26, 2010

Present: Tim McDermott (AG), Bonita Peterson (BUS), Chris Livingston (ARCH), Warren Jones (ENGR), Carl Fox (DGE), Robert Bennett (L&S-Letters), Jane Scharff (NURS).
Also in attendance was Donna Negaard (DGE).

Meeting commenced at 1:10 p.m. in 114 Sherrick Hall.

Approval of Minutes

- Minutes for September 28, 2010 – moved, seconded and **unanimously approved**.

Open Campus Forum

None

UGC Committee Reports

None

Graduate Representatives

- a. Available pool of qualified graduate representatives is currently very small.
 - a. DGE would like to appoint tenured or tenure track faculty with terminal degrees in their field.
 - b. It would also be beneficial to educate faculty on the role of a graduate representative.
- b. Proposed revision of policy: The Division of Graduate Education appoints the Graduate Representative at the time the student submits their Program of Study. *A Graduate Representative must be a tenured or tenure-track faculty member from a department outside of the degree granting department. This member must have a terminal degree in their field.* The Division of Graduate Education will notify, via e-mail, each committee member of the appointment within three weeks of receiving the proposed committee from the department.

Admission Requirements

- a. Departments should be more public and more specific about their degree requirements.
 - a. These requirements should be clearly stated on departments' websites.
 - b. If students don't meet the departments' standards, they shouldn't be applying.

- c. Statements should be carefully worded so that standards are viewed as a guideline and not an absolute.
- d. Provisional admission allows students who don't meet all of the admission requirements to be admitted.
- b. With the committee's support, Carl will look into departmental admission requirements across campus.

NRC Rankings

- a. The National Research Council has provided a report that presents a range of scores for doctoral graduate programs across the country.
- b. Carl will summarize the information for individual departments to consider and discuss.
 - a. The data could be used to assess our programs internally.

Graduate Minors

- a. Offering minors would be of great benefit to our graduate students.
- b. Because students would be taking courses that are already being taught there is not much cost associated with initiating minors.
 - a. Some paperwork revisions would be made in DGE.
- c. In order to initiate this process a department or program will have to propose a minor to UGC, Faculty Senate, Dean's Council, and finally, BOR.

Research Council

- a. There isn't currently a connection between UGC and the Research Council.
- b. Carl will keep UGC abreast of Research Council agendas, and if we are continually considering the same issues then perhaps we should have a representative attend Research Council meetings.

Motion on 480s from 09/28/10

- a. The committee has been informed that we cannot make changes to 480 course request forms as it is a Registrar office form.

Meeting adjourned at 2:20 p.m.

Catherine Dale, UGC Secretary
Division of Graduate Education