

University Graduate Council Minutes

Wednesday, November 19, 2014

8:00 – 9:25 a.m.

SUB 235

Council in Attendance:

Alan Dyer, *Chair* (Agriculture)

Arthur Bangert (Education)

Mary Miles (Health & Human Development)

Theodore Lipfert (Arts)

Karlene Hoo (The Graduate School)

John Borkowski, *Vice Chair* (Sciences)

W. Randall Babbitt (Faculty Senate)

Jean Shreffler-Grant (Nursing)

Tim LeCain (Letters)

Also in Attendance:

Amanda Brown (The Graduate School)

Lauren Cerretti (The Graduate School)

Absent:

Melissa Ragain (Arts)

Sarah Codd (Engineering)

Anne Christensen (Business)

- **Meeting started at 8:05 a.m.**
- **November 5, 2014 minutes approved**
 - Chair Dyer called for approval, council member Miles motioned, council member LeCain second, Unanimous approval
- **Announcements**
 - Graduate Committees status concerning Activity Insight (Amanda Brown)
 - The Graduate School has been working with ITC and the Office of Planning and Analysis to make sure all committee information in Banner is correct. The following data cleanup were necessary.
 - Graduate Representative will be inactivated after student has been inactive/not enrolled for 3 consecutive terms, not including summer term
 - Discussion of Grad Rep:
 - Will be notified of inactivation
 - Clarify duties, form update suggested for Comprehensive Report -- add “Pass Conditionally” option, alongside existing “Pass” and “Fail”
 - Committees will be labeled “Inactive due to Graduation” upon student graduation
 - Doctoral committees will be set to “Inactive” if student was admitted 10+ years ago, has not graduated, and has not enrolled in 3 consecutive terms. not including summer term
 - Masters committees will be set to “Inactive” if student was admitted 6+ years ago, has not graduated, and has not enrolled in 3 consecutive terms, not including summer term
 - Information is NOT being deleted, simply inactivated for data purposes and Activity Insight
 - CourseLeaf & CiM course requests process (Dean Hoo)
 - New courses now proposed via CiM (Curriculum Management), a module of CourseLeaf
 - No more paper forms
 - Software sends email notification to Curriculum Committee when new course request is ready for review

- Once approved by Curriculum Committee, goes to Dean Hoo for approval
 - Since it is a new program/software, there will likely be hiccups.
 - Review of Department level exception to policy (Amanda Brown)
 - Current Process:
 - Letter from department goes to Dean Hoo
 - Office of Degree Programs & Certificates documents approval
 - Saved to office drive/folder for easy reference
 - Graduate Coordinators & Department Heads can ask the Office of Degree Programs & Certificates for current exceptions on file for their departments
 - DegreeWorks (Amanda Brown)
 - Implemented for Graduate Students on May 15, 2014
 - Students who submitted a program, or a program change to their existing program, on or after this date will see personalized program in DegreeWorks
 - Students who submitted a program prior to this date will see only general program requirements
 - Students may request to have their program entered into DegreeWorks
 - Travel Awards (Dean Hoo)
 - Listed on Graduate School website
 - Separated for STEM, non-STEM, and for recruiting and/or travel for research
 - PhD Enhancement Award (Dean Hoo)
 - The Graduate School needs Policy committee feedback – time-sensitive, tasked with final version
 - Policy committee requesting all of UGC to look at proposed revision and criteria for assessing the proposals
 - UGC will vote on both the revision and the assessment criteria by December 3, 2014
- **Old Business**
 - Curriculum Committee Report (Committee member Miles)
 - Proposal Review Guidelines discussion:
 - Procedures, with questions, for reviewing proposals was sent via email (revised from previous meeting)
 - Curriculum Committee will send letter of support or lack thereof with response to proposal sponsor and Academic Program Working Group (subcommittee of Faculty Senate), with carbon copy to UGC Chair
 - Level II Psychology proposal discussion:
 - Should be more open to courses from other departments and how graduate students can benefit from them (i.e.: College Teaching)
 - Some listed courses might not be possible, so list could be misleading – Pages 6 & 7 of proposal, pre-requisites necessary
 - Strong program with trajectory toward research and research faculty, positioned well for doctoral students
 - Are they asking for resources? Request for salaries for 2 non-tenure track faculty could be an issue with the administration
 - Will a Doctoral program deplete the Master’s program?
 - Proposal indicates “yes”

- What about students who need to stop out or want to go “en route”?
 - Consideration: Tier 1 schools usually have a doctoral program in Psychology
 - Page 10 – “Master’s on the way to Doctoral” -- not admitting terminal Master’s students? Doctoral replacing Master’s?
 - Unclear, need clarification from Psychology on Master’s issue
 - May look to Physics department for guidance on “en route”
 - “Specific Need” section is very strong
 - Implementation strategy – last terminal Master’s students accepted in Spring 2015
 - This would be okay if degree were MS en route to PhD
 - Questioning the wisdom of eliminating Master’s degree – what is the reasoning/goal?
 - Dean of College of Letters & Sciences supports this program
 - VPR Office unlikely to support hiring of associate professor with no research experience
 - More willing to hire if person is versatile -- i.e.: multi-disciplinary in two disciplines
 - Encourages the recruitment of active, high-research faculty
 - Committee member Miles called for motion to table and return the current version of the proposal for clarifications; council member LeCain motioned, council member Bangert second
 - Curriculum Committee will send request for clarification
 - Graduate faculty status of NTT/Affiliate on Graduate student committees (Dean Hoo)
 - Legal office is consulted on the differences among faculty appointments
 - The Graduate School feels that graduate students should have strong composition of faculty on their committees (matter of quality)
 - UGC requested to discuss via email for next meeting
- **Meeting adjourned at 9:37 a.m.**