University Graduate Council Minutes

Wednesday, September 24, 2014   8:00 – 9:25 a.m.    SUB 235

Council in Attendance:
Alan Dyer, Chair (Agriculture)    Sarah Codd (Engineering)
John Borkowski, Vice-Chair (Science)    Arthur Bangert (Education)
W. Randall Babbitt (Faculty Senate)    Anne Christensen (Business)
Mary Miles (Health & Human Development)    Timothy LeCain, Alternate (Letters)
Jean Shreffler-Grant (Nursing)    Karlene Hoo (The Graduate School)

Also in Attendance:
Jayne Downey (Education)    Amanda Brown (The Graduate School)
Lauren Cerretti (The Graduate School)    Melis Edwards (The Graduate School)
Helen Melland (Nursing)    Donna Williams (Nursing)
Gretchen McNeely (Nursing)

Absent:
Theodore Lipfert (Arts)
Chris Livingston (Architecture)

• Meeting started at 8:05 a.m.
• September 10, 2014 minutes approved
• Announcements
  o Faculty Senate meeting at 4:10 pm on Wednesday, September 24, 2014 in 346 Leon Johnson

• Old Business
  o Level II PhD in Education proposal (Curriculum Committee)
    - Concerns:
      • Numbers/specifics and goals/overall need for the program
      • Does the department have adequate faculty to train PhD students?
      • Need distinctive identity between PhD and EdD
    - Comments from Curriculum Committee through Google Groups and email exchanges
      • Questions were responded to by Education department, changes reflected in the revised document
      • Committee member LeCain relayed that the UGC Curriculum Committee approved the proposal
    - Committee member Codd moved, committee member LeCain seconded
      • Majority pass (committee member Babbitt abstained)
      • The proposal moves forward to the next level (faculty senate)
  o Chair Dyer requested that committee member Miles chair UGC standing committee on Curriculum.
    - This request came about because committee member LeCain is an alternate, standing in for Dr. Murphy who is on sabbatical.
    - Committee member Miles agreed to Chair Dyer’s request.
    - UGC curriculum committee members are: Miles, LeCain and Lipfert.
  o Inactive Student policy proposal (Amanda Brown)
    - Graduate representative would be released from the committee after the student has not registered for 3 consecutive semesters
- Ability to identify inactive students early will enable the GS to identify graduate representatives whose service/time is not being utilized
- Committee member Christensen moved for approval of policy, committee member Codd second
  - Unanimous pass
- Committee member Codd moved for effective policy date of September 24, 2014, committee member Christensen second
  - Unanimous pass

  **Review of graduate student annual progress reports (Amanda Brown)**
  - All changes previously discussed have been made
    - Discussion:
      - Can GS fill in previous exam dates, etc. (helpful to advisor)?
      - Available in both paper and online
      - Accessed via Insight, database?
      - Will the graduate student see report?
    - Chance for student to reconcile unsatisfactory progress
    - Signature line for student?
    - Should student fill out and bring to advisor, or vice versa?
    - Can be useful exercise for student
      - Some departments already annually review, some do not
      - Can be used to inform students of policies, prevent voided exams, delayed graduation, etc.
    - Legal discussion needed regarding student signature line
    - Add note for Continuous Enrollment, definitions of Plan A, B, & C, and add Program of Study due dates
    - Send electronically to UGC for further review
  - Tabled until next meeting

  **Pass/Fail Credits policy (Amanda Brown)**
  - Effective date needed for policy change of number of P/F credits that can be considered towards graduate degree
    - New, incoming students only
    - Dean Hoo suggests it is fair to wait until next catalogue to enforce
  - Committee member Christensen moved for an effective date of next catalogue, committee member LeCain second

- **Policy Proposal (Lauren Cerretti)**
  - Exclude thesis/professional paper credits when considering 30 credits from master’s toward doctoral
    - Who does this affect?
    - Quality of incoming, external, master’s student work
  - Tabled until next meeting for further review and discussion

- **RN-MN Nursing Level II proposal (Dean Helen Melland)**
  - Dean Melland provided handouts and gave a presentation on the RN-MN Nursing Level II proposal
  - Sent to UGC Curriculum Committee
    - Questions to Dean Melland and comments to Curriculum Committee by October 1, 2014
    - Summary/Report to UGC by October 3, 2014

- **Meeting adjourned at 9:40 a.m.**