University Graduate Council Minutes

Wednesday, January 21, 2015   1:00 – 2:55 p.m.             Sherrick 103

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

Also in Attendance:
Amanda Brown (The Graduate School)   Lauren Cerretti (The Graduate School)

Absent:
John Borkowski, Vice Chair (Sciences)    Melissa Ragain (Arts)
Theodore Lipfert (Arts)

- Meeting started at 1:05 p.m.

- December 3, 2014 minutes approved
  - Chair Dyer called for approval, council member Miles motioned, council member Babbitt second
    - Unanimous approval

- Announcements
  - Welcome to Dr. Ahmed Al-Kaisy (Civil Engineering) – assigned to the Governance Committee
    - Alternate for the College of Engineering
  - PhD Enhancement Award (Dean Hoo)
    - Notice went out to departments
    - Want to give enough time to those departments that wish to apply
  - Financial Aid & Half-time Status update (Dean Hoo)
    - Repayment notice error – miscoded in BANNER to less than half-time at 6 credits
    - Student must be registered for 6 credits to be eligible for payment deferral
  - Graduate Student Union update (Dean Hoo)
    - Collective Bargaining Agreement (CBA) ratified with the Board of Regents on January 6, 2015, retroactively dated to January 2, 2015.
    - CBA available on the Provost and/or HR webpage
    - Outlines hours of appointment, stipend floor, and a supplement payment for health and living expenses.
      - Maximum hours per week is 19
      - Supplement is $120/month
        - Retroactively calculated from October to December
      - Q: Are employers paying only $120 a month, or $120 in addition to what is already being paid, for health/living expenses?
        - A: for spring 2015, this amount is in addition to what was already promised
Q: GAs working less than five months: Are employers required to pay $120 a month for the full term, or only for the amount of time worked?
  o A: required to provide the supplement for the entire 5 months.
   Section 6 of CBA: “Satisfactory progress” required for appointment
   UGC passed “Review of Progress “ form, to be completed each Spring term starting in Spring of 2015.
  o New Course Review procedure (Dean Hoo)
     Dean Hoo recommended to Chair Dyer that the Curriculum Committee review and decide if UGC should approve
     Chair Dyer called for motion, council member Miles motioned, council member Christensen second
      o Unanimous approval to have the Curriculum Committee review the procedure
       Curriculum Committee to present recommendations at next meeting
     Discussion ensued regarding responsibilities and purpose of Curriculum Committee in regard to course requests
  o Old Business
    o Graduate student representative for UGC (Feedback/Discussion)
       Possible to include UGC membership as part of GA responsibilities? Assigned by union?
       Best to alternate position from college to college each term
       PhD, or Master’s continuing to PhD, would be optimal – full view of Graduate studies
       Consensus: UGC wants a student member, but not sure how to ensure attendance
       Chair Dyer called for motion for the Governance Committee to develop policy for a student member, council member Babbitt motioned, council member Miles second
        o Unanimous approval
    o Doctoral 12 credit requirement beyond Master’s degree policy (Discussion)
       Last update: Council members Codd and Babbitt to make suggestion(s) to Policy Committee
       Discussion regarding policy ensued again
       Dean Hoo pointed to policy proposal from Oct 10, 2014 and called for a vote at next meeting
    o Exam-Degree Completion (Cerretti & Brown)
       Added language “to be counted by term”, with provided example
       Chair Dyer called for approval, council member Christensen motioned, council member Babbitt second
        o Unanimous pass
       Effective immediately, for Spring 2015
    o Age of Courses (Cerretti & Brown)
       Clarifying how The Graduate School is counting the age of a course
       Chair Dyer called for approval, council member Babbitt motioned, council member Christensen second
        o Unanimous pass
       Effective immediately, for Spring 2015
    o Minimum Grade on Program of Study (Cerretti & Brown)
• Departments should **not** allow “C-” or lower grades on a Program of Study, effectively making the minimum grade allowed a “C”
• Some departments are already requiring this, other are pushing for it
• Chair Dyer called for approval, council member Babbitt motioned, council member Christensen second
  • Unanimous pass
• Effective for **new** students in catalog year 2016-2018
  o One-credit Extension Students & Commencement Participation (Brown)
    • Currently only a letter is required by the GS from student’s committee chair stating that requirements will be met before commencement
    • Roughly half of these students who have participated in commencement actually complete by the deadline
    • Is this an acceptable practice to measure who is eligible for participating in commencement?
    • Tabled for more discussion at the next meeting

• **New Business**
  o Master's Credits toward Doctoral (Discussion)
    • Chair Dyer called for motion to rescind previously passed policy, Council member Babbitt motioned, council member Bangert second
      • Unanimous approval
    • Chair Dyer tasked the Office of Degree Programs & Certificates with rewriting the policy
      • Concern is that multiple policies will be changed/effect ed with this revision
      • Notes to revise: 21 credits
      • Clarify distinction between “considered” and “transferred” credits
  o Comprehensive Exam/Defense Report (Dean Hoo)
    • Add a “Pass with Provisions” option to the form (issue with passing a student, cannot go back later and fail the student)
  o Thesis/Doctoral Credits on Programs (Dean Hoo)
    • 590/690 credits on Program of Study should be lettered graded, as opposed to Pass/Fail
  o Role of Graduate Representative (Dean Hoo)
    • UGC to consider role
    • Getting Graduate Representatives is difficult – should minimize the amount of responsibilities to ensure appointments

• **Meeting adjourned at 2:55 p.m.**