UNIVERSITY GRADUATE COUNCIL
MINUTES

Wednesday March 1, 2017       10:10 – 11:10 a.m.       ABB 145

Council in Attendance:
John Borkowski (Sciences)        Franke Wilmer (Faculty Senate)
Ahmed Al-Kaisy (Engineering)     Ian van Coller (Arts)
Mary Miles (Health & Human Development) Robert Rydell (Letters)
Christopher Livingston (Architecture) Marc Giullian (Business)
Tena Versland (Education)        Karlene Hoo (The Graduate School)
Fabian Menalled (Agriculture)

Also in Attendance:
Lauren Cerretti (The Graduate School)
Kristin Smith (Student Representative)

Absent:
Jean Shreffler-Grant (Nursing)

Meeting started at 10:13am

March 1, 2017 minutes
• Al-Kaisy moves, Miles second, unanimous pass

Announcements
• Update from Faculty Senate (Wilmer)
  o New courses approved; two new graduate certificates approved
• Implementation plan for the graduate education task force recommendations (Hoo)
  o With current budget cuts across the state, implementation of task force suggestions may be limited in scope
  o Next step: meet with task force Faculty Senate chair, VP for Finance for feedback on prioritized suggestions
• Recruitment weekend, STEM focused, occurred last weekend
  o GS offered 87 slots for STEM departments plus Psychology and two interdisciplinary programs, 71 students visited—large investment
  o Follow up on how many students who visited decide to attend MSU
  o 64 slots were used in spring 2016
• DPC update (Cerretti)
  o Graduation application numbers: 371 total—33 certs, 259 M, 20 DNP, 59 PhD/EDD

Old Business
• Department Handbooks (Borkowski)
  o Emailed summary document, updated version also available on UGC knox drive
  o Next steps: could be a way to gather a snapshot of what happens in different programs around campus—exams, etc. Also step toward creating template
Chair Borkowski asks for feedback from Council for developing a template of required sections for department/program handbooks.

Current ad-hoc committee make-up is student member Smith, Vice Chair Al-Kaisy, and Chair Borkowski. Versland joins to round out membership (non-STEM).

Dean Hoo asked Donna Negaard in GS to gather sound examples from universities around the U.S.

Qs: are there advantages/disadvantages to an online vs print format? Formality? Availability (online)? Is there a preferred format?

Dean Hoo: we should provide guidance, but Grad School does not want to make a format mandatory.

Dean Hoo asks for a charge for the ad-hoc committee; Chair Borkowski will work on a charge and present to Council.

- **Level II Proposal, PhD Statistics Education, revision update (Miles)**
  - No response or resubmission in CIM
  - Dean Hoo: remind statistics of the workflow process and that UGC only can vote once revisions are received

- **Combined MA/PhD History proposal revision (Miles)**
  - Revised proposal sent via email yesterday
  - Recommend that the proposal be submitted in CIM as a catalog change
  - Q: If student converts from the terminal MA to a PhD (without first completing the MA), the student potentially loses 3-10 credits (575: prof. paper or 590: thesis) if they already have completed these credits
  - Sub-committee chair Miles will email History with concern

**Committee Reports**

- **Policy and Procedures Committee**
  - Reporting of Qualifying/Comprehensive Exams requirement (Al-Kaisy)
    - Will resend draft document to Council for review
    - Plan to discuss at next meeting
    - Dean Hoo asks each Council member to comment on whether or not they require comprehensive exams, the type of exams, and so forth
  - Definition of Qualifying Exams
    - Not yet defined/researched; subcommittee chair Al-Kaisy will work on this for next meeting
    - Q: can this issue be absorbed by the ad-hoc handbook committee?
    - May be more prudent to keep these issues separate to arrive at an agreed upon solution

- **Curriculum Committee**

- **Governance Committee**

Adjourned at 11:10 a.m.

Next scheduled meeting – March 8 at 10:10 a.m.