UNIVERSITY GRADUATE COUNCIL
MINUTES

Wednesday March 8, 2017 10:10 – 11:10 a.m. ABB 145

Council in Attendance:
John Borkowski (Sciences)  Robert Rydell (Letters)
Ahmed Al-Kaisy (Engineering)  Karlene Hoo (The Graduate School)
Mary Miles (Health & Human Development)  Jean Shreffler-Grant (Nursing)
Christopher Livingston (Architecture)

Also in Attendance:
Lauren Cerretti (The Graduate School)  Melis Edwards (The Graduate School)
Amanda Brown (The Graduate School)  Fermin Guerra (Student Representative)

Absent:
Kristin Smith (Student Representative)  Marc Giullian (Business)
Ian van Coller (Arts)  Franke Wilmer (Faculty Senate)
Tena Versland (Education)  Fabian Menalled (Agriculture)

Meeting started at 10:11am

March 1, 2017 minutes
• On hold

Announcements
• Update: Faculty Senate (Wilmer)
  o No updates
• Update: Degree Programs & Certificates (Brown/Cerretti)
  o Recently received a request to “split” transfer credits: course is worth 7 credits but
    student/committee only wants to transfer 2 of the 7; this is not allowed or possible. Must
    be whole courses
• Update: Re-apply fees (Melis Edwards, Grad School)
  o Met with cross-section of graduate students for feedback on revising application fees as
    discussed at prior UGC meetings this term
  o Students agreed that a fee for new application makes sense
  o If a student applies and is admitted OR denied and applies to a new program within one
    year, $30 fee (enrollment does not affect application fees)
  o After one year, full application fee of $60 applies
  o No fees for certificate programs if the student already is enrolled in a graduate program;
    certificates are seen as having a more informal application process (sometimes just an
    email) and as “add ons” to their graduate degree
  o Next step: Dean Hoo takes to VP Finance Office and Provost’s Office

Old Business
• Department Handbooks (Borkowski)
First attempt template was sent out to the ad-hoc committee; committee will work together on template
Q: would it be pertinent to include legal department when forming handbook templates/best practices?
  ▪ Dean Hoo suggests completing a draft and then Donna Negaard (GS) will work with MSU legal council Kelly Peterson
  ▪ Will invite Kelly Peterson to UGC meeting for discussion in the future

- Level II Proposal, PhD Statistics Education, revision update (Miles)
  ▪ Plan to resubmit to CIM and will be invited to March 29 meeting

- Combined MA/PhD History proposal revision (Miles)
  ▪ Will be a catalog change; Graduate School concerns were taken in to account
  ▪ Will go through UGC’s curriculum subcommittee

- Implementation plan for the graduate education task force recommendations (Hoo)
  ▪ Dean Hoo is meeting with task force to ensure everyone is on the same page
  ▪ Dean Hoo requests that Graduate Faculty status be re-reviewed; the task force recommended that status will be optional

Committee Reports
- Policy and Procedures Committee
  ▪ Reporting of Qualifying/Comprehensive Exams requirement (Al-Kaisy)
    ▪ Re-sent document from fall 2016 meetings: revised draft of policy changes for comp exams to now include qualifying exam language (doctoral example only)
    ▪ Q: Should “qualifying exam” policy exactly comply with “comprehensive exam” policy? Is alignment of these two exams desirable? If not, why not?
    ▪ Dean Hoo asks subcommittee to work with Office of Degree Programs & Certificates on Graduate School concerns

- Curriculum Committee
- Governance Committee

Adjourned at 11:15 a.m.

Next scheduled meeting – March 29 at 10:10 a.m.