

University Graduate Council Minutes

Tuesday, Oct. 13, 2015

1:00 – 2:00 p.m.

Sherrick 114

Council in Attendance:

Alan Dyer, Chair (Agriculture)

Marc Giullian (Business)

Christopher Livingston (Architecture)

Ahmed Al-Kaisy (Engineering)

Ann Ewbank (Education)

John Borkowski, Vice-Chair (Sciences)

John Seifert (Health & Human Development)

Michael Babcock (Faculty Senate)

Jean Shreffler-Grant (Nursing)

Also in Attendance:

Amanda Brown (The Graduate School)

Absent:

Karlene Hoo (The Graduate School)

Timothy LeCain (Letters)

Lauren Cerretti (The Graduate School)

Meeting started at 1:03 p.m.

Sept 29, 2015 minutes

- Chair Dyer called for motion to approve, Babcock motioned, Al-Kaisy second, unanimous approval.

Announcements

- Updates on Faculty Senate issues (Babcock)
 - Unspecified new graduate course posted and approved in CiM.
 - Discussion concerning the review and approval process. Referenced back to Guidelines for Level of Review for Curriculum Changes.

New Business

- Funding and Fellowship opportunities
 - Chair Dyer asked for ad-hoc committee to be created to assist Dr. Hoo in reviewing the announcements and metrics used to evaluate proposals.
 - Last year, 12 PhD Enhancement Awards were given out at \$18k each.
 - Members LeCain, Borkowski, and Al-Kaisy volunteered to serve on ad-hoc committee.
 - Are the funding source restrictions locked? Were they always for PhD and STEM, only?
 - The travel and research grants are the only ones not restricted to PhD.
- Interdisciplinary Master's of Science (Hoo)
 - Tabled due to absence
- Interdisciplinary Doctoral degree (Hoo)
 - Tabled due to absence

Committee Reports

- **Policy and Procedures Committee**

- Graduate Representative (grad rep) policy is favored by a strong majority.
 - The largest concerns are: the mechanism used to appoint grad reps, the amount of responsibility that should be placed upon the student in confirming the grad rep's participation, and clarification of the grad rep role.
- Could the language in the email notification be changed to better outline the level and time of service required?
- Should students be given a timeline in which to make initial contact with the grad rep?
- Could a yearly report be sent out to students, committee members and appointed grad reps as a reminder? Grad reps could then have an option to opt out at the one-year mark.
- The student should not be burdened with the responsibility of identifying a grad rep.
- After much discussion about proposing a vote, it was determined more data are needed. How many reports are adverse? How much time does the grad rep spend? How many campus members are impacted per term?
- **Chair Dyer requested that Vice Chair Borkowski collect data and construct a proposal.**
- **Proposal will be brought for discussion at the next meeting.**

- **Curriculum Committee**
 - Five proposals were reviewed last week, all approved and submitted to Dean Hoo.
 - One issue was met concerning the proposed credit hours vs contact hours.
 - 4 out of 5 proposals had the same credits hours as contact hours.
 - Per MSU policy (Faculty Senate, 2013), there are 45 hours of combined instruction and engaged effort per 1 credit.
 - How do we educate or correct this? What about online courses, labs, and studio?
 - The checking of this should be done at the department level.
 - How often does this discrepancy occur? Is the policy rigorously followed?
 - **Chair Dyer requested that Committee Chair Seifert clarify the definition of a contact hour.**
 - **Report will be brought for discussion at the next meeting.**

- **Governance Committee**
 - Review UGC by-laws regarding role of Faculty Senate member; vote
 - **Proposal is to revise by-laws to state that the Faculty Senate member is a non-voting member of UGC**
 - **Babcock motion to vote, Borkowski second.**
 - Question was asked about Faculty Senate member's voting capacity in Faculty Senate. Chair-Elect does not have a vote in Faculty Senate.
 - It was noted that 2/3 majority must be made to change by-laws.
 - 4 Yes, 4 No, 1 Abstain

Chair Dyer moved to adjourn. Meeting adjourned at 2:05 p.m.