

## UNIVERSITY GRADUATE COUNCIL

### MINUTES

December 6, 2023

10 a.m. – 11:30 a.m.

SUB 236

#### Council in Attendance:

Marc Giullian (Business)  
Heidi Koenig (Student Representative)  
Scott Powell (Agriculture)  
Christopher Livingston (Architecture)  
Brennan Reeves (Office of International Programs)  
Catherine Dunlop (Letters)  
Katey Franklin (Health & Human Development)  
Sweeney Windchief (Education)  
Stephan Warnat (Engineering)  
Wade Hill (Nursing)  
Stephanie McCalla (Faculty Senate)

#### Also in Attendance:

Lauren Cerretti (Graduate School)  
Donna Negaard (Graduate School)  
David Miller (IME)

#### Absent

Rollin Beamish (Arts)  
Craig Ogilvie (Dean of The Graduate School)  
Amy Reines (Sciences)  
Brian Rossmann (Library)

Meeting started at 10:02 a.m.

#### **November 8, 2023 minutes**

- Motion to approve by Warnat, Livingston 2<sup>nd</sup>, 8 pass, 0 abstention, motion passes

#### **Announcements**

- Update from the Graduate School
  - Spring UGC meetings will be Wednesdays, 1030-12 in Romney, first meeting 1/24/24
  - The Graduate School will be doing a review of courses and sending out requests to departments for consistency based on policy (i.e. 575 should always be a professional paper course); curriculum committee

- Faculty Senate update (McCalla)
  - UGC policies being reviewed by JAGS
  - Courses and inactivations going through smoothly
- Open question
  - Chair Dunlop asks for update from Member Livingston re: housing meeting with architects
    - Data analysis projected to be complete in March 2024 and the same firm will complete the project going forward (this firm designed Asbjornson Hall)
    - They indicated it will be “graduate” housing in Glacier Court area
    - Team was very easy to work with and receptive to recommendations, asked lots of questions
    - International student needs also addressed
    - Discussion of amenity spaces (workout space, community space)
    - Discussion of housing process being biased toward UG because of registration timelines/decision timelines for grad students
    - Q: was there discussion of capacity?
      - Not yet
    - Q: was there discussion of housing faculty short term (international faculty, visiting scholars)?
      - Yes

### Old Business

- Clarify policy language on graduate certificate students and assistantships (potential vote)
  - New draft provided; discussion
  - Appreciate inclusion
  - Chair calls for a motion. Warnat moves to approve, Livingston 2<sup>nd</sup>, Chair calls for a vote: **8 in favor, unanimous pass**
- Master of Engineering in Manufacturing Engineering (potential vote)
  - Revised proposal; discussion
  - Removed accelerated option, updated courses to meet GS policies (grades, numbers, max 400)
  - Learning outcomes addressed?
    - Not sure
  - Not offering grad cert at this time
  - 575 not required but encouraged to complete
  - Member Warnat will ask about language “carry over courses from undergraduate program” on page 4, “anticipated demand” section. Concern this implies students can “double-count” undergrad credits toward the master’s degree and this is typically not done.
  - Will ask for adjustments and UGC will vote at first meeting spring 2024
- Retired Faculty serving on graduate committees (potential vote)
  - Draft provided
  - Edits made by Council, no vote
- Continued discussion on ETD process

- Feedback from Sciences & Nursing?
  - Sciences member absent
  - Nursing feedback was “luke warm” --faculty expressed that they don’t want more “red tape” but sees benefit to some students if the form is added
  - Engineering would like checkbox that says “changes required as highlighted in document”

### **Updates from subcommittees**

- AI guidance (handout), Policy & Procedures subcommittee, Livingston
  - Steps/best practices described and how to cite in various citation styles in document, written by CFE
  - Will add to shared drive for UGC review and comment
  - Grad School could link to CFE page on Generative AI Guidance
  - Q: is Computer Science dept involved?
    - Currently no
  - Q: Is there a tool to help faculty test for AI in papers? Feels needed; AI moving really fast
  - Chair asks student member for input
    - Don’t trust it or use it at this point
  - Some faculty feedback that it’s been useful in their class preps, proposal writing, etc.

### **Public comment**

Adjourned at 11:30 am

Next scheduled meeting – Spring meetings start 1/24/24; Wednesdays 1030-12 in Romney Hall