

University Graduate Council Minutes

Wednesday, September 24, 2014

8:00 – 9:25 a.m.

SUB 235

Council in Attendance:

Alan Dyer, *Chair* (Agriculture)
John Borkowski, *Vice-Chair* (Science)
W. Randall Babbitt (Faculty Senate)
Mary Miles (Health & Human Development)
Jean Shreffler-Grant (Nursing)

Sarah Codd (Engineering)
Arthur Bangert (Education)
Anne Christensen (Business)
Timothy LeCain, *Alternate* (Letters)
Karlene Hoo (The Graduate School)

Also in Attendance:

Jayne Downey (Education)
Lauren Cerretti (The Graduate School)
Helen Melland (Nursing)
Gretchen McNeely (Nursing)

Amanda Brown (The Graduate School)
Melis Edwards (The Graduate School)
Donna Williams (Nursing)

Absent:

Theodore Lipfert (Arts)
Chris Livingston (Architecture)

- **Meeting started at 8:05 a.m.**
- **September 10, 2014 minutes approved**
- **Announcements**
 - Faculty Senate meeting at 4:10 pm on Wednesday, September 24, 2014 in 346 Leon Johnson
- **Old Business**
 - Level II PhD in Education proposal (Curriculum Committee)
 - Concerns:
 - Numbers/specifics and goals/overall need for the program
 - Does the department have adequate faculty to train PhD students?
 - Need distinctive identity between PhD and EdD
 - Comments from Curriculum Committee through Google Groups and email exchanges
 - Questions were responded to by Education department, changes reflected in the revised document
 - Committee member LeCain relayed that the UGC Curriculum Committee approved the proposal
 - Committee member Codd moved, committee member LeCain seconded
 - Majority pass (committee member Babbitt abstained)
 - The proposal moves forward to the next level (faculty senate)
 - Chair Dyer requested that committee member Miles chair UGC standing committee on Curriculum.
 - This request came about because committee member LeCain is an alternate, standing in for Dr. Murphy who is on sabbatical.
 - Committee member Miles agreed to Chair Dyer's request.
 - UGC curriculum committee members are: Miles, LeCain and Lipfert.
 - Inactive Student policy proposal (Amanda Brown)
 - Graduate representative would be released from the committee after the student has not registered for 3 consecutive semesters

- Ability to identify inactive students early will enable the GS to identify graduate representatives whose service/time is not being utilized
 - Committee member Christensen moved for approval of policy, committee member Codd second
 - Unanimous pass
 - Committee member Codd moved for effective policy date of September 24, 2014, committee member Christensen second
 - Unanimous pass
 - Review of graduate student annual progress reports (Amanda Brown)
 - All changes previously discussed have been made
 - Discussion:
 - Can GS fill in previous exam dates, etc. (helpful to advisor)?
 - Available in both paper and online
 - Accessed via Insight, database?
 - Will the graduate student see report?
 - Chance for student to reconcile unsatisfactory progress
 - Signature line for student?
 - Should student fill out and bring to advisor, or vice versa?
 - Can be useful exercise for student
 - Some departments already annually review, some do not
 - Can be used to inform students of policies, prevent voided exams, delayed graduation, etc.
 - Legal discussion needed regarding student signature line
 - Add note for Continuous Enrollment, definitions of Plan A, B, & C, and add Program of Study due dates
 - Send electronically to UGC for further review
 - Tabled until next meeting
 - Pass/Fail Credits policy (Amanda Brown)
 - Effective date needed for policy change of number of P/F credits that can be considered towards graduate degree
 - New, incoming students only
 - Dean Hoo suggests it is fair to wait until next catalogue to enforce
 - Committee member Christensen moved for an effective date of next catalogue, committee member LeCain second
- **Policy Proposal (Lauren Cerretti)**
 - Exclude thesis/professional paper credits when considering 30 credits from master's toward doctoral
 - Who does this affect?
 - Quality of incoming, external, master's student work
 - Tabled until next meeting for further review and discussion
- **RN-MN Nursing Level II proposal (Dean Helen Melland)**
 - Dean Melland provided handouts and gave a presentation on the RN-MN Nursing Level II proposal
 - Sent to UGC Curriculum Committee
 - Questions to Dean Melland and comments to Curriculum Committee by October 1, 2014
 - Summary/Report to UGC by October 3, 2014
- **Meeting adjourned at 9:40 a.m.**