

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

Wednesday Feb 15, 2017

10:10 – 11:10 a.m.

ABB 145

Council in Attendance:

Ahmed Al-Kaisy (Engineering)

Mary Miles (Health & Human Development)

Christopher Livingston (Architecture)

Tena Versland (Education)

Fabian Menalled (Agriculture)

Franke Wilmer (Faculty Senate)

Ian van Coller (Arts)

Robert Rydell (Letters)

Karlene Hoo (The Graduate School)

Jean Shreffler-Grant (Nursing)

Marc Giullian (Business)

John Borkowski (Science)

Also in Attendance:

Amanda Brown (The Graduate School)

Lauren Cerretti (The Graduate School)

Kristin Smith (Student Representative)

Susan Cohen (History)

Absent:

Meeting started at 10:16am

Feb 1, 2017 minutes

- Al-Kaisy moves, Giullian second, unanimous pass

Announcements

- **Update from Faculty Senate (Wilmer)**
 - Did not meet last week (3 week break); next Wednesday is next scheduled meeting
 - Approved new graduate courses
 - Role & Scope template ready for March 1
 - Annual Review faculty forms are being revised and are almost complete
- **DPC update (Brown/Cerretti), handout**
 - CollegeNet training Feb 8, attended by mostly new staff
 - Coffee Talk scheduled for Feb 22, Admissions focused
 - Six professional development activities for graduate students in Feb; info sent out in GS's Scholar's Corner newsletter
- **UGC meeting scheduled** for 3/15/17 (spring break week) has been moved to 3/8/17 in ABB 145

Old Business

- **Department Handbooks (Borkowski)**
 - Chair Borkowski is currently reviewing handbooks and preparing summary document
 - Will ask for volunteers for ad-hoc committee to review handbooks once primary review complete
 - Will consult with Grad School re: what are main items to be included?

- Dean Hoo: GS would like for every program to have general guidelines in a handbook and follow best practices so that all handbooks look similar but departments maintain their own identities
- Comment: some Engineering depts. don't wish to post a written document with policies. Can Grad School encourage depts. to complete and post a handbook?
 - Grad School feels strongly that handbooks are helpful for both departments and students
- Chair Borkowski will complete his review and summary; will email Council asking for volunteers for ad-hoc committee to review
- **Level II Proposal, PhD Statistics Education, Update (Miles)**
 - Request for more information and Council questions have been sent to Math department
 - Once receive response, will invite to UGC meeting if necessary or Council will vote on whether or not to move proposal forward

Committee Reports

- **Policy and Procedures Committee**
 - Reporting of Qualifying/Comprehensive Exams requirement (Al-Kaisy)
 - Summary of previous comments on this broad topic
 - Dean Hoo: if a student takes an exam, it needs to be reported to the GS
 - Dean Hoo: exam language (e.g. qualifying vs comprehensive, etc) across departments is not used the same way; this complicates writing policy for exams and requiring reporting of these exams
 - Al-Kaisy and Borkowski will compile list of language/exam uses across departments using handbooks and email correspondence with departments

New Business

- **Combined MA/PhD History proposal (rec Dec 2016) (Cohen)**
 - Reconfigure options so that a student can received the MA enroute to the PhD
 - Department feels it is losing qualified students by currently requiring students have their MA before being admitted to the PhD program
 - PhD programs that accept students with BA could be more attractive to students because the program takes less time to complete
 - Q: How much would the change reduce time to degree (TTD)?
 - One to two years, estimate
 - Average History PhD time-to-degree is 7 years for full time students
 - Q: Does the change require additional resources?
 - No
 - Q: Is Board of Regents (BoR) approval required?
 - No; considered an internal change
 - Q: will student assistants be compensated at doctoral level?
 - Under discussion; would be sliding scale if approved within department
 - Grad School offers credit clarifications re: masters enroute to PhD and policy requirements: 30 credit min for master's degree, 12 original coursework credits for PhD plus 18-28 dissertation 690 credits
 - Miles will send Council questions to History department

Adjourned at 11:09 a.m.

Next scheduled meeting – March 1 at 10:10 a.m.