

University Graduate Council Minutes

Wednesday, April 15, 2015

1:00 – 3:00 p.m.

Sherrick 103

Council in Attendance:

Alan Dyer, *Chair* (Agriculture)

Anne Christensen (Business)

Arthur Bangert (Education)

W. Randall Babbitt (Faculty Senate)

Karlene Hoo (The Graduate School)

John Borkowski, *Vice Chair* (Sciences)

Jean Shreffler-Grant (Nursing)

Timothy LeCain (Letters)

Mary Miles (Health & Human Development)

Also in Attendance:

Amanda Brown (The Graduate School)

Lauren Cerretti (The Graduate School)

Absent:

Melissa Ragain (Arts)

Ahmed Al-Kaisy (Engineering)

Theodore Lipfert (Arts)

- **Meeting started at 1:03 p.m.**
- **April 1, 2015 minutes**
 - Chair Dyer called for approval, council member Christensen motioned, council member LeCain second
 - Unanimous approval
- **Announcements**
 - PhD Enhancement Award (Dean Hoo)
 - Unused funds are re-allocated to other fellowships administered by The GS
 - Provost Retreat (Dean Hoo)
 - Taking place in August (12-13) of 2015
 - Chair Dyer is asked to attend to provide an overview of UGC's activities
- **Old Business**
 - Recruitment Strategies (Council member Lipfert)
 - Tabled until next meeting on April 29, 2015
- **Curriculum Committee Report**
 - EDUC Course Renumbering: What is the meaning of 6xx level course numbering?
 - Associate Provost Ron Larsen asked UGC for definition of 6xx level courses
 - Inconsistent use across campus, should there be a standardization?
 - Was 6xx not defined during the common course numbering revisions in 2013?
 - Education (Council member Bangert):
 - These are not new courses; they are required for Education's new PhD program
 - Numbering is used to differentiate between Master's level courses
 - Education has prerequisites for Master's students wanting 6xx courses
 - Should Master's students have to petition to take a doctoral course?
 - Possibly label one as "Introductory"?

- Math (Vice Chair Borkowski):
 - For Math, numbering isn't important; only have 689 & 690
 - History (Council member LeCain):
 - All courses are 5xx except for 690
 - Does not want to feel obligated to renumber and redefine 6xx level courses for their doctoral students since the program is so small (~10 students)
 - Chair Dyer supports "Foundational" and "Advanced" courses
 - Numbering changes could benefit students (resumes, job searches, etc.)
 - Nursing has been using 6xx level courses for four semesters, and Education is ready to start new program in the fall of 2015; renumbering to 5xx may have accreditation repercussions
 - Chair Dyer suggests at least 3 or 4 designations for course numbers, 6xx being designated for more in-depth courses
 - Physics (Council member Babbitt) has introductory 5xx and higher level 5xx courses
 - If a program only offers a Master's degree, should they be able to offer a 6xx level course?
 - What is an "Advanced" Master's course?
 - **Motion:** Chair Dyer called for a motion to prepare a proposal for UGC to review: outline courses as "Foundational" 5xx and "Advanced" 6xx, timeline: Monday, April 20, 2015
 - Council member Babbitt motion, council member Bangert second
 - Unanimous approval
 - Report on Guidelines for Level of Review for Curriculum Changes (Council member Miles)
 - No progress to report
 - Dean Hoo urges a revision be made by the committee and presented at the next UGC meeting
- **Policy & Procedures Committee Report**
 - GTA Performance Evaluation form (Discussion & Handout)
 - Currently posted on the UGC website for campus comment
 - Only new change was the addition of "N/A" column in the "Teaching Functions" section
 - Form is highly recommended for all GTAs
 - Departments can continue to use their own form, but should still file it with HR
 - HR has agreed to accept forms
 - If grievance should surface, unbiased party is housing form (no questions of when it was completed and submitted)
 - Vice Chair Borkowski will draft a note to send to departments when form becomes live in fall 2015
 - **Motion:** Chair Dyer called for a motion to release the edited version (from April 15, 2015) for campus review
 - Council member Christensen motioned, council member Miles second
 - Unanimous approval
 - Office of Degree Programs & Certificates will edit and post update to the UGC website
 - GRA Performance Evaluation form (Discussion & Handout)
 - Similar in format to GTA Evaluation form with slightly different functions
 - **Motion:** Chair Dyer called for a motion for Vice Chair Borkowski to update the GRA form and release to UGC for review via email by April 16, 2015, comments due by Monday, April 20, 2015, and vote by Wednesday (4/22) on whether to post for campus comment on the UGC website
 - Council member Christensen motioned, council member LeCain second
 - Unanimous approval

- Graduate Representative policy revisions (Handout)
 - **Motion:** Chair Dyer called for a motion to vote on revised document
 - Council member Babbitt motioned, council member Christensen second
 - Unanimous approval
- Videoconferencing policy revision (Handout)
 - **Motion:** Chair Dyer called for a motion to post for campus comment on the UGC website
 - Council member Christensen motioned, council member Babbitt second
 - Unanimous approval
 - Vice Chair Borkowski will send to the Office of Degrees & Certificates by April 16, 2015
- **Governance Committee Report**
 - Review of UGC By-Laws Regarding Voting Rights of Faculty Senate Member (Discussion)
 - Report from Chair Dyer and Committee members:
 - Future Faculty Senate member could create a disproportionate representation on council
 - Recommendation: Faculty Senate ex-officio representative would not have voting rights
 - Comments by the current Faculty Senate member:
 - Concerned that without a vote, the Faculty Senate member would lose interest in UGC
 - Feels the vote is an important aspect to being part of the committee and not just an “outsider”
 - Agrees that the Faculty Senate member should not vote on issues going to Faculty Senate
 - Believes that “voting voice” creates an active engagement
 - Does not feel that voice is equal without a vote
 - Predecessor did not exercise voting rights and was without question an engaged and valued member of UGC
 - Faculty Senate member voice always carries weight because of affiliation with Faculty Senate
 - No quorum to vote on topic; Chair Dyer invites council to send comments to him
- **Meeting adjourned at 3:00 p.m.**