

**UNIVERSITY GRADUATE COUNCIL  
MINUTES**

Wednesday March 1, 2017

10:10 – 11:10 a.m.

ABB 145

Council in Attendance:

John Borkowski (Sciences)

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)

Marc Giullian (Business)

Karlene Hoo (The Graduate School)

Also in Attendance:

Lauren Cerretti (The Graduate School)

Kristin Smith (Student Representative)

Absent:

Jean Shreffler-Grant (Nursing)

Meeting started at 10:13am

**March 1, 2017 minutes**

- Al-Kaisy moves, Miles second, unanimous pass

**Announcements**

- **Update from Faculty Senate (Wilmer)**
  - New courses approved; two new graduate certificates approved
- **Implementation plan for the graduate education task force recommendations (Hoo)**
  - With current budget cuts across the state, implementation of task force suggestions may be limited in scope
  - Next step: meet with task force Faculty Senate chair, VP for Finance for feedback on prioritized suggestions
- **Recruitment weekend, STEM focused, occurred last weekend**
  - GS offered 87 slots for STEM departments plus Psychology and two interdisciplinary programs, 71 students visited—large investment
  - Follow up on how many students who visited decide to attend MSU
  - 64 slots were used in spring 2016
- **DPC update (Cerretti)**
  - Graduation application numbers: 371 total—33 certs, 259 M, 20 DNP, 59 PhD/EDD

**Old Business**

- **Department Handbooks (Borkowski)**
  - Emailed summary document, updated version also available on UGC Knox drive
  - Next steps: could be a way to gather a snapshot of what happens in different programs around campus—exams, etc. Also step toward creating template

- Chair Borkowski asks for feedback from Council for developing a template of required sections for department/program handbooks
- Current ad-hoc committee make-up is student member Smith, Vice Chair Al-Kaisy, and Chair Borkowski. Versland joins to round out membership (non-STEM)
- Dean Hoo asked Donna Negaard in GS to gather sound examples from universities around the U.S.
- Qs: are there advantages/disadvantages to an online vs print format? Formality? Availability (online)? Is there a preferred format?
- Dean Hoo: we should provide guidance, but Grad School does not want to make a format mandatory
- Dean Hoo asks for a charge for the ad-hoc committee; Chair Borkowski will work on a charge and present to Council
- **Level II Proposal, PhD Statistics Education, revision update (Miles)**
  - No response or resubmission in CIM
  - Dean Hoo: remind statistics of the workflow process and that UGC only can vote once revisions are received
- **Combined MA/PhD History proposal revision (Miles)**
  - Revised proposal sent via email yesterday
  - Recommend that the proposal be submitted in CIM as a catalog change
  - Q: If student converts from the terminal MA to a PhD (without first completing the MA), the student potentially loses 3-10 credits (575: prof. paper or 590: thesis) if they already have completed these credits
  - Sub-committee chair Miles will email History with concern

## Committee Reports

- **Policy and Procedures Committee**
  - Reporting of Qualifying/Comprehensive Exams requirement (Al-Kaisy)
    - Will resend draft document to Council for review
    - Plan to discuss at next meeting
    - Dean Hoo asks each Council member to comment on whether or not they require comprehensive exams, the type of exams, and so forth
  - Definition of Qualifying Exams
    - Not yet defined/researched; subcommittee chair Al-Kaisy will work on this for next meeting
    - Q: can this issue be absorbed by the ad-hoc handbook committee?
    - May be more prudent to keep these issues separate to arrive at an agreed upon solution
- **Curriculum Committee**
- **Governance Committee**

Adjourned at 11:10 a.m.

Next scheduled meeting – March 8 at 10:10 a.m.