

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

Wednesday March 8, 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)

Robert Rydell (Letters)

Karlene Hoo (The Graduate School)

Jean Shreffler-Grant (Nursing)

Also in Attendance:

Lauren Cerretti (The Graduate School)

Amanda Brown (The Graduate School)

Melis Edwards (The Graduate School)

Fermin Guerra (Student Representative)

Absent:

Kristin Smith (Student Representative)

Ian van Coller (Arts)

Tena Versland (Education)

Marc Giullian (Business)

Franke Wilmer (Faculty Senate)

Fabian Menalled (Agriculture)

Meeting started at 10:11am

March 1, 2017 minutes

- On hold

Announcements

- **Update: Faculty Senate (Wilmer)**
 - No updates
- **Update: Degree Programs & Certificates (Brown/Cerretti)**
 - Recently received a request to “split” transfer credits: course is worth 7 credits but student/committee only wants to transfer 2 of the 7; this is not allowed or possible. Must be whole courses
- **Update: Re-apply fees (Melis Edwards, Grad School)**
 - Met with cross-section of graduate students for feedback on revising application fees as discussed at prior UGC meetings this term
 - Students agreed that a fee for new application makes sense
 - If a student applies and is admitted OR denied and applies to a new program within one year, \$30 fee (enrollment does not affect application fees)
 - After one year, full application fee of \$60 applies
 - No fees for certificate programs if the student already is enrolled in a graduate program; certificates are seen as having a more informal application process (sometimes just an email) and as “add ons” to their graduate degree
 - Next step: Dean Hoo takes to VP Finance Office and Provost’s Office

Old Business

- **Department Handbooks (Borkowski)**

- First attempt template was sent out to the ad-hoc committee; committee will work together on template
- Q: would it be pertinent to include legal department when forming handbook templates/best practices?
 - Dean Hoo suggests completing a draft and then Donna Negaard (GS) will work with MSU legal council Kelly Peterson
 - Will invite Kelly Peterson to UGC meeting for discussion in the future
- **Level II Proposal, PhD Statistics Education, revision update (Miles)**
 - Plan to resubmit to CIM and will be invited to March 29 meeting
- **Combined MA/PhD History proposal revision (Miles)**
 - Will be a catalog change; Graduate School concerns were taken in to account
 - Will go through UGC's curriculum subcommittee
- **Implementation plan for the graduate education task force recommendations (Hoo)**
 - Dean Hoo is meeting with task force to ensure everyone is on the same page
 - Dean Hoo requests that Graduate Faculty status be re-reviewed; the task force recommended that status will be optional

Committee Reports

- **Policy and Procedures Committee**
 - Reporting of Qualifying/Comprehensive Exams requirement (Al-Kaisy)
 - Re-sent document from fall 2016 meetings: revised draft of policy changes for comp exams to now include qualifying exam language (doctoral example only)
 - Q: Should “qualifying exam” policy exactly comply with “comprehensive exam” policy? Is alignment of these two exams desirable? If not, why not?
 - Dean Hoo asks subcommittee to work with Office of Degree Programs & Certificates on Graduate School concerns
- **Curriculum Committee**
- **Governance Committee**

Adjourned at 11:15 a.m.

Next scheduled meeting – March 29 at 10:10 a.m.