

Minutes

Commission on Graduate Studies & Policies

September 18, 2013

3:30 pm – 5:00 pm

Graduate School Conference Room

Present: Ms. Shaimaa Abdallah, Ms. Beth Alley, Mr. Jordon Booker, Ms. Kara Dietz, Dr. Karen DePauw, Ms. Nancy Dudek, Dr. Kay Dunkley, Dr. Joe Eifert, Mr. Mordecai Harvey for Mr. Greg Purdy, Dr. Bernice Hausman, Dr. James Jones, Dr. Hans Robinson, Dr. Elankumaran Subbiah, Dr. Christopher Zobel

Absent with Notification: Dr. Chad Bolding, Dr. Mayuresh Patil, Dr. Rachel Holloway

Absent without Notification: Dr. Alireza Haghighat, Dr. Gary Seidel, Dr. Tyler Walters

Visitors and Invited Guests: Ms. Janice Austin, Dr. J. P. Morgan, Dr. Janet Rankin

Dr. Joe Eifert, Chair, called the meeting to order.

Approval of the agenda: Approved.

Approval of the minutes from September 4, 2013: Approved with minor changes.

Committee Reports

Graduate Curriculum Committee (GCC): Dr. Elankumaran Subbiah reviewed the meeting activities of September 12. Minutes from that meeting will be on the October 2nd commission meeting agenda and the commission may vote to accept/reject the minutes for filing.

Graduate Student Appeals: No report. There are no current appeals.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCA): The first committee meeting has been scheduled.

Constituencies Updates

Graduate Student Assembly: Ms. Shaimaa Abdallah reported that the GSA held a delegate meeting on September 12th. The new GSA Board was introduced. Dr. DePauw gave updates on health insurance and family housing. After the delegate meeting, the presidential search committee met with graduate students to get their input.

The Graduate and Professional Schools Fair is Monday, September 23rd, 4:30 – 7:00 pm, Squires Student Center. Over 100 schools are participating, and 20 are on the waiting list. The target audience is undergraduate students, but faculty and graduate students are welcome. The commission members were invited to take handouts with them. Information is posted on the GSA website.

Graduate Honor System: Mr. Booker reported that one appeal was heard today. There is currently one other active case. Mr. Booker will be training new panelists.

University Library Committee: Ms. Kara Dietz reported that the library has a new librarian who will be helping with online education and teaching, distance instruction, and serve as liaison with the economics department.

University Council and Commission Updates:

University Council: There was no report for University Council.

Commission on Undergraduate Studies and Policies:

Dr. Rankin reviewed some items discussed at a recent CUSP meetings:

- Approved a degree name change from *Forestry and Wildlife* to *Forest Resources and Environmental Conservation*.
- The Curriculum Committee on Liberal Education (CLE) reports to the CUSP. They are now analyzing feedback received on their blog about a proposal from last year. They will prepare in the near future a new proposal that takes feedback into consideration.
- Some items they will consider this year are: CLE; policy issues including undergrad overloads; enrollment management issues; satisfactory progress toward degree and withdrawal policy. There was also an interest in developing an undergraduate check list.

Graduate School Updates: Dr. Karen DePauw

Revisions to the Institutional Plan for Graduate Degrees (IPGD):

Currently the IPGD is a planning process. In the fall, colleges and departments are asked to put forward their anticipated plans for degrees. Dr. Rosemary Blieszner compiles the list and Dr. Karen DePauw presents it at an Academic Council meeting for pre-approval from the deans and provost.

The title has been changed to Institutional Plan for Graduate Education (IPGE). The process will remain the same for degree planning. Certificates and all other items that need governance approval will be included as well. Also included will be modification and reorganizations within an organization or across academic units that should be vetted to make sure that units are made aware of actions that could impact them. An example is the change in the MBA program. There is an agenda item for the September 18th meeting from the department of psychology which is also an example of the type of action that needs to be communicated across units.

Dr. DePauw would like to discuss the implementation plan for the thousand new graduate students. Ms. Dudek recommended exploring the pursuit of fellowships. A more complete discussion will take place at the end of the meeting.

Ms. Janice Austin reported that the new admissions application is almost ready to launch. Friday there will be a demonstration of the new application at 9:00 am; departments will then be asked to test the application. By the end of next week Ms. Austin will consolidate feedback and necessary changes will be made. October 16 is the target date for the new application; the old application will still be available to potential students who have already started an application. There will be training for departmental staff. Questions about the new application should be directed to Ms. Austin.

Dr. Rankin is stepping down from her current role after the fall semester. The Graduate School will hire a half-time associate dean for this position to start in January 2014.

Old Business: None

New Business

Center for Innovative Learning (CIL): Due to a reorganization, there is no longer a need for this center. The commission raised no objections.

Department of Psychology PhD program:

The Psychology Department wishes to restructure its Developmental and Biological Psychology training area into two training areas: (1) Developmental Science and (2) Neuroscience and Biological Psychology. This requires no governance action. It does have "neuroscience" in its title which also appears in other programs, so the commission has an opportunity to discuss the proposal as a formal agenda item.

Dr. J. P. Morgan expressed concern that this proposal conflicted with degree planning initiatives within the college. Dr. DePauw said that Translational Biology, Medicine, and Health, the College of Science, and the

Provost's Office had been included in the conversations about this proposal, but she will follow up with the constituencies if necessary.

Dr. DePauw reminded the commission that no action was required on this agenda item, but rather the process of review gives them an opportunity to vet issues and share information.

Graduate Education Discussion / Ideas

The commission discussed ideas for the implementation plan, and suggestions included:

- Supporting fellowship activities
- Time management plan for faculty
- More money to support more students
- Class size
- Dedicated staff support in Graduate School for online students
- Adequate staffing, admissions and progress to degree
- Keeping lab equipment fully functional
- Transit system needs to be adequate
- Other support systems need to be addressed, e.g. elementary schools, dayca

Announcements

October 17th, 2:30 – 4:00 pm: Fall Ethics Discussion, Graduate Life Center Room F.

Adjournment

The meeting was adjourned at 5:03 pm.

Respectfully submitted:

Ms. Nancy Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice President and Dean for Graduate Education