

**UNIVERSITY GRADUATE COUNCIL  
MINUTES**

Tuesday Oct 31, 2017

2 – 3 p.m.

Wilson 2-257

Council in Attendance:

John Borkowski (Sciences)

Ahmed Al-Kaisy (Engineering)

James Becker (Health & Human Development)

Christopher Livingston (Architecture)

Robert Rydell (Letters)

Karlene Hoo (The Graduate School)

Fabian Menalled (Agriculture)

Dennis Aig (Arts)

Jean Shreffler-Grant (Nursing)

Kathryn Bills (Student Representative)

Tena Versland (Education)

Marc Giullian (Business)

Also in Attendance:

Lauren Cerretti (Graduate School)

Megan Prettyman (International Programs)

Ann Vinciguerra (Graduate School)

Joshua Meyer (Alternate Student  
Representative)

Absent:

Michael Babcock (Faculty Senate)

Meeting started at 2:00 pm

**October 17, 2017 minutes**

- Giullian Moves, Livingston second, unanimous approval

**Announcements**

- **Update: Faculty Senate (Babcock)**
- **Update: Ann Vinciguerra** professional development update and Research Rendezvous recap
- **Dean Hoo:** UM prioritizing administrative and academic services and MSU expected to do the same
  - Dean Hoo asked to conduct comprehensive doctoral program review by The Office of the Provost
  - Review would be done by a team of faculty
    - Composition could include: Office of Planning & Analysis (OPA), Faculty Senate
  - Data from Activity Insight (AI), Academic Analytics, OPA, and so forth
  - Q: Accreditation review just conducted. Was there anything in report about graduate education specifically?
    - No, but graduate students did meet privately with accreditors

**Old Business**

- **Graduate Faculty Status (Borkowski)**

- Borkowski sent revised draft which incorporated Council feedback and other feedback including Legal Counsel (copies provided)
- The College of Letters & Science Dean's Office suggested that UGC review graduate faculty for *compliance* rather than *approving* applicants and suggested a *notification* action (table 1, Summary of Approval, last page)
- Q: How will UGC review graduate faculty for compliance without access to AI?
  - Grad School can supply AI reports with help from OPA
- Chair Borkowski asks for any additional feedback to be sent to him directly; will re-send draft to Council as soon as possible
- Council encouraged to share forthcoming revision with their faculty
- **Department Handbooks (Borkowski)**
  - Last year there was ad-hoc committee to review department handbooks; asks for volunteers
    - Student member Bills volunteers
  - Working to develop handbook template/best practices

### **New Business**

- **MAT proposal (Livingston)**
  - New Intent to Plan proposal for an online degree program: Master of Arts in Teaching through Dept of Education in College of Education, Health & Human Development
  - Education faculty visit scheduled for Nov 14
  - Council asked to send questions to curriculum sub-committee chair Livingston who will convey questions to Education prior to their visit—deadline one week from today to send questions
- **Review PhD Enhancement announcement for clarity (Hoo)**
  - Suggest clarify/revise language:
    - Programs can apply (rather than department) and
    - Clarify award is for existing/continuing student who has demonstrated excellence in GTA; NOT to be used to recruit a new student
    - Must provide the name of the student (it is expected that the student is in good standing with preference for a doctoral candidate)
    - DPC will send current announcement to Council/ place on shared drive
- **Graduate Committee co-chair policy (Hoo)**
  - Propose change language/policy of chair/co-chair (current) to co-chair/co-chair

Adjourned at 2:59pm

Next scheduled meeting – Nov 14 at 2 p.m.