

UBGS MINUTES

To: UBGS Members
From: Bill Wiener
Date: 10-1-09
Re: University Board of Graduate Studies
Approved Minutes of the October 1, 2009 UBGS Meeting

Present: Jay Caulfield, Robert Griffin, Stephen Guastello, Arthur Hefti, Ed Inderrieden, Mike Johnson, Sarah Knox, Kurt Laha, Tim Melchert, Stephen Merrill, Albert Rivero, Bill Wiener
Excused: Margaret Bull, Kim Halula, Craig Pierce, Michael Waxman, Otto Widera
Also Present: Melody Baker (note taker), Todd Campbell CECF

The committee was called to order at 2:00 p.m. and the agenda was approved with one change, to move the one new business item to the top of the agenda.

New Business:

Clinical Mental Health Proposal

Dr. Campbell joined the meeting and presented the proposal for a new *Master of Science in Clinical Mental Health Counseling (CMHC)*. A copy was sent to members ahead of time. The proposal, 2 ½ years in the making, was finally approved by the Academic Planning Team. He explained the implications for accreditation that make this program necessary and the fact that the department has had a steady increase in applications. Additionally, the mental health track has been popular within the department and there is an increased public need for such a program. Thus, not only is there a market for this degree, the department feels there is a moral obligation to offer it. No new resources are being sought at this time. Some outside funding is available to provide student scholarships. There would be some minimal collaboration with UW. Most importantly, this 60 credit program will become a necessary step towards licensing of the graduates of the program, per the accrediting agency.

One member offered an opinion that the original, broader proposal (which included new faculty lines) would seem a wiser choice than the currently pared down proposal.

The possibility of offering tracks was briefly discussed. Dr. Campbell said the goal is to have 3 specializations. A recommendation was made to approve the program as such now to avoid the need for a repeat presentation.

A motion was made and seconded to approve this program (with the 3 specializations listed within the program proposal). A vote was taken and passed unanimously.

Reports:

Chair

Dr. Griffin reported that he presented the UBGS AY10 agenda to the Academic Senate last month.

Graduate School Dean

Dr. Wiener reported that 2 workshops (Destination Dissertation) are taking place on campus today to assist and encourage doctoral students in the process of writing their dissertations. Both morning and afternoon sessions were full with a good turnout of participants. After this year there will no longer be CGS funding for the program so today's sessions are being videotaped (with permission from the presenters) and will be used to continue the workshops in the future at a reduced cost.

Dr. Wiener also reported that MU is considering hosting a company called ELS that provides classes in English as a Second Language (ESL) for students coming to campus on a conditional admission. MU does not currently have an ESL program and students have to go to other campuses for it with the risk that MU loses the student to the institution providing the ESL course.

Dr. Wiener also reported that the action plans of departments that had academic program reviews last year are still going before the provost. New reviews have been put on hiatus for this year at least.

Unfinished Business:

Climate of Participation

Dr. Griffin explained that each member of the UBGS should feel free to offer fresh perspective. Some members believe there is not equal participation and Dr. Wiener encouraged everyone that they should feel welcome to talk. An opinion was offered that sometimes people don't choose to participate and the members were reminded that everyone on the board represents a group and as such are obligated to actively participate. It was also suggested that not all faculty in departments may know who their UBGS rep is and that perhaps this could be better communicated. It is hoped that the posting of the minutes on the provost website will help increase awareness. Dr. Inderrieden reminded the members that last year it was decided that the UBGS would not vote on policy decisions the first time they were presented. Instead, policy changes would be discussed, and then shared with chairs and DGS's (who will hopefully in turn share with faculty as appropriate) for any feedback they may have that should be considered before the UBGS votes. Likewise, Dr. Wiener informed the members that Mr. Laha gives updates on UBGS topics to the GSO.

Core Graduate Student Learning Outcomes

Dr. Wiener requested a subcommittee of the UBGS to finalize this document. Dr. Merrill, Dr. Caulfield and Dr. Halula were suggested to serve on the subcommittee. The five outcomes that were established last year were modified last with the help of Dr. Bloom and shared with members. The only question that may be unanswerable may be how MU is different than other universities. It is possible that we are more alike than different in many ways. One member voiced concern over not what the outcomes are, but what will be done with them, and will they increase obligations for faculty? It was asked that if programs are already measuring outcomes specific to their program, wouldn't it make more sense to take what is already measured and sort that into the five categories?

The subcommittee will recommend how measurement could be done using already existing data (through student surveys, etc). Members would like to know if this is an HLC requirement, and what is *necessary* to meet the requirement? What data will be useful to make programs better? One member reminded the group that there is a mandate for no new resources and any additional workload would require additional resources. Faculty already overburdened cannot be expected to take on additional duties without compensation. Dr. Melchert said that he would also like to serve on the subcommittee.

Accelerated Bachelors/Masters Degree Program (ADP)

A letter from the College of Business (COB) asking for an exception from this policy as it currently stands was shared with members. Under *Admission Procedures*, the college is requesting a GPA of 3.0 rather than 3.5. It was pointed out that although it is desirable to have policies that are uniform across the university, there are differences in departments and it seems inefficient to write a policy and then have to make multiple exceptions. Rather, it would make more sense to word the policy to state the minimum necessary to accommodate the (COB) which would allow it to be uniform. In other words, to state a GPA requirement of 3.0 would be uniform for all programs, and would then allow programs that require more to do so, rather than setting it higher and then having to make multiple exceptions.

It was asked why there was a need for an overall policy and answered that it is to avoid problems at the time of auditing. Some members stated that a good reason to have a policy is that makes it easier for the departments to manage their ADP's. Overall, the members agreed that if a requirement of 3.5 GPA sets it up for a litany of exceptions, that would create more problems. It was pointed out that the ADP is not an honors program, but students accepted for the ADP are then expected to maintain a higher level of competence. A motion was made to change the policy under Admission Procedure #1 to read:

1. Minimal criteria for admission will include a cumulative undergraduate GPA of at least 3.0 based on at least 30 hours earned at Marquette University, and additional criteria as determined by the academic unit.

This was seconded, a vote taken and passed unanimously.

It was also pointed out that # 2 under *Admission Procedure* is redundant since there is already a maximum of 12 credits that can be transferred in. It was suggested to either strike the sentence or change it to maximum of 25% that can be transferred. A motion was made to strike #2, and seconded. There was no further discussion. A vote was taken and passed unanimously.

It was pointed out that the statement regarding a maximum transfer of credits was originally made for the benefit of the 60 credit Counseling Education program. However, Dr. Melchert stated that a 60 credit program doesn't exist yet for Education, and neither does an ADP program, which makes this requirement unnecessary as part of this policy.

Another motion was made and seconded to state, "Academic units can choose to apply stricter guidelines" before the sentence regarding a maximum of 12 credits (third paragraph, page one). A vote was taken and passed unanimously.

Next a motion was made to state “With the approval of the academic unit up to 12 graduate credits may be transferred”, and was seconded, with no further discussion. A vote was taken and passed unanimously.

Finally, a motion was made to approve the document as a whole, and seconded. After some brief discussion a motion was made to strike the sentence (under *Program Requirements*), “It is expected that the baccalaureate degree will be awarded within seventeen months after initial enrollment or as determined by the academic unit”, and seconded. There was no further discussion, a vote was taken and, passed unanimously.

Back to the motion to approve the amended document, a vote was taken and passed unanimously.

Guidelines for Chairing Thesis and Dissertation Committees

Due to a lack of time this will be moved to next month’s agenda.

GSO Roles and Responsibilities (If Available)

Mr. Laha reported that this document should be finalized in the next couple of weeks and he will send the completed document to Dr. Wiener in time for next month’s agenda.