

# UBGS MINUTES

**To:** UBGS Members  
**From:** Bill Wiener  
**Date:** 12-18-08  
**Re:** University Board of Graduate Studies  
Approved Minutes of the **December 18, 2008** UBGS Meeting

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*Present:* Jay Caulfield, Stephen Guastello, Robert Griffin, Kristin Haglund, Gerald Harris, Ed Inderrieden, John Karkheck, Tim Melchert, Stephen Merrill, Craig Pierce, Albert Rivero, Tom Taft, Bill Wiener  
*Excused:* Kim Halula, Margaret Steele, Michael Waxman  
*Also Present:* Melody Baker (note taker)

The committee was called to order at 2:05 p.m. and the agenda was approved.

## **Reports:**

*Report from the Graduate Dean:* no report  
*Report from the Committee Chair:* no report  
*Report from the Graduate Assistant Dean:* no report

## **Unfinished Business:**

### *Core Learning Outcomes*

Earlier this fall, Dr. Bloom requested that the UBGS develop graduate learning outcomes for assessment purposes. Dr. Taft shared a document he had drafted with all members that included a preamble and 4 learning outcomes. Dr. Taft went on to elaborate on the logic of how the document was worded.

A request was made to add, "search for truth" to the preamble. It was also recommended to move the documents ending statement into the preamble. The members had very positive comments and agree this is one document that will cover master's and doctoral programs. The board was very pleased with this document and Dr. Taft was asked to go ahead and present it to Dr. Bloom. Dr. Taft will make the suggested changes before presenting it to Dr. Bloom. A motion was made and seconded to approve this document. A vote was taken and passed unanimously.

## **New Business:**

### *Proposal – Modify Non Degree Status*

Dr. Wiener presented some background information on the policy first and some of the complications that have prompted this modification. A couple of students have taken advantage of the non-degree status by accumulating enough credit hours to complete a program without ever being accepted for a degree in that program. Once they had the required number of credits, they then expected to receive a degree even though they were never accepted into a specific program. A thesis was not required in these cases and comprehensive exams were never administered.

Dr. Merrill said one mistake was in letting them take more than nine credits, another may have been the department not admitting them. The policy should be modified to prevent a student from taking more than nine credits without being accepted.

Dr. Inderrieden suggested some students may start as non-degree because they are afraid to take the GRE or GMAT. Once they get some academic experience they may feel

more comfortable. Dr. Taft asked about the monitoring structure. Dr. Wiener explained that there would be an automated hold at 9 credits.

Mr. Pierce also mentioned that he would like to make some changes to temporary status, explaining why. He has had a request by some departments to be able to use temporary status for 2 – 3 terms. Dr. Inderrieden said it would appear that a student could then possibly amass 12 credits. Mr. Pierce said he will need to see if PeopleSoft can restrict the amount of credits accumulated. There is still some concern if this will be effectively monitored to prevent problems. The members were asked if they would be in favor of extending temporary status. Another suggestion was made to think about merging Non-Degree and Temporary into one status. It was decided to propose that we discontinue temporary status and direct students into non-degree status with a limit of 9 credits in that category. At that point departments must accept them or they will not be permitted to take any further courses in that discipline. They may take courses in other disciplines using the non-degree status with a limit of 9 credits in a specific discipline. Dr. Wiener asked that this proposal be sent to the Chairs and DGSs for their input. The members agreed to send the proposal out for further review.

#### *Proposal – Transfer Credit Policy*

Mr. Pierce explained the policy as applying only to masters. The revised proposal was presented to the members. Mr. Pierce summarized the main points at issue and stated that these would still be at the discretion of the department. The main revisions were:

1. Allow 9 credits to be transferred (was 12) that were not used in a previous degree
2. Allow 6 credits to be transferred if used in a previous degree
3. This is a completely new statement regarding credits earned in certificate programs
4. If pursuing second certification in the same program, can only count one 3 credit course.
5. If continuing on from a certification to masters, when credits are an integral part of both programs, all credits can be used towards the masters.

Other requirements:

2. Must earn a B or better in courses to be transferred.
3. The date of earliest transfer starts the 6 year clock.

The INPR would be exempt since it already has an established policy and this policy does not apply to doctorates. Dr. Inderrieden asked how most students transfer in credits. Mr. Pierce said usually from temporary or non-degree. A recommendation was made to change the framing of revisions #1 and #2, that it may be more clear to talk about #2, 6 credits first (transfer into second master's degree). Dr. Wiener shared that in List Serve discussions on this topic, nothing was said about exceptions when degrees required a large number of credits such as in the case of our counseling psychology degree. It was also asked if the issue was the exact number of credits, or the percentage of credits. Dr. Melchert is concerned for his program which is at 48 credits and that the limits of this policy may create difficulties. The proposal will be sent to the DGS's, and we will survey other universities that have 48 & 60 credit programs to determine their policies for such large programs. It was also asked, if requirements do overlap from one program to another, does the student have to repeat? It was suggested they would probably have to make other arrangements. Sometimes courses are taken to fulfill a requirement, but not for credit.

The meeting adjourned at 3:50pm.