University Board of Graduate Studies Minutes
of the 1/15/15 meeting


Also Present: Melody Baker (note taker), Kevin Gibson, Craig Pierce

Excused: Ana Garner, Heather Hathaway, Felissa Lee

The meeting was called to order at 2:00 p.m. and the agenda was approved.

Reports:

Graduate Dean –
Dr. Hossenlopp reported that the December hooding ceremony was a success and the Graduate School received very positive feedback. President Lovell was pleased and would like to add a hooding ceremony in May.
The number of applications to our graduate programs is still down compared to prior years. This issue seems localized to particular programs. In some cases, a reduced number of applications may not result in lower enrollment in specific graduate programs.
Dr. Hossenlopp reminded members that the Innovation Fund pre-proposals are due Feb 6th and reported that the Idea Fest this week saw a great turnout.

Graduate Associate Dean –
Dr. Gibson briefly discussed U grades regarding students who are in continuous enrollment, and the fact that the Graduate School is being more rigorous in how long/often this will be allowed.
He also reported that the AJCU graduate dean’s conference is taking place at Marquette in March. The program is still being set and suggestions are welcome.

Graduate Assistant Dean –
Mr. Pierce reported that the recent 16th Dissertation Boot Camp was a success with an all-time high of 41 participants. Students respond that they are finding it very helpful. The summer boot camps will now be two weeks long.
Mr. Pierce also described some of the initiatives the Graduate School is taking to encourage applications. He asked members to encourage their departments in increasing applications whenever possible.

UBGS Chair – no report

Business:
Innovation funds proposal by UBGS –
As discussed in the December meeting, a pre-proposal is being jointly written by Dr. Caulfield with input by Dr. Griffin and Dr. Lee. Dr. Hossenlopp noted that Dr. Salchenberger is doing a similar project with Huron Consulting.
Dr. Caulfield asked members what they thought was critical to the proposal to increase enrollments: where can the strategic plan be enhanced, how can enrollment be increased, how can visibility be increased. It was pointed out that it is important to distinguish how the object of this proposal will be different from other studies that may be done. Also, she asked what strategic themes the UBGS proposal would fit into. Members offered: Research in Action, Academic Excellence, and Organizational Effectiveness. It was recommended to submit two proposals by UBGS, and Dr. Gibson offered to work on an interdisciplinary master’s program proposal.

Faculty forum – Tuesday, March 24th, 2:00 – 3:30pm –

Members discussed the format of the forum: It was suggested to present three ideas with a deliverable. Dr. Caulfield will send minutes from the past faculty forum out to members again for review.

Jeanne will send a link from CGS to Dr. Caulfield to share with members. Dr. Caulfield suggested a topic could also be proposals for Innovation Funds for the next year. Members agreed to structure the forum the same as last year.

Dissertation outline format –

Across the university some departments use different formats than others. The goal is to try to establish consistency across the university, for the first three pages.

Due to the holidays, members need another month to speak to faculty in departments. Dr. Caulfield will send a reminder.

Termination Proposal for DIRS (Dispute Resolution) –

It is proposed that the following programs be terminated:
- PUBS – Specialization in Dispute Resolution
- LEDR – Specialization in Dispute Resolution
- DIRS – Certificate
- DIRS – Master’s

Dr. Deahl reviewed the supporting documents for the termination of these programs. The proposals were originally presented to the UBGS last April. The members had questions including if the programs could continue in another college. Dr. Deahl addressed all questions in the rewritten proposals and reviewed the responses to issues raised last spring with the Board. He acknowledged the contributions of the program to the university and the contributions made to the program by Ms. Eva Soeka. He provided a history of the program being moved to the College of Professional Studies and the budgetary challenges. The termination proposal included a financial analysis that indicated that the program lost ~$250,000 last year.

Ms. Soeka, director and founder of the program, spoke about the importance of the program and her desire to see it continue. The Board discussed the issues of enrollment trends, financial support to the program, net tuition revenue, and teach-out plans with Dr. Deahl and Ms. Soeka. Following this discussion, Ms. Soeka and Dr. Deahl were dismissed and the committee met in executive session. The Board continued to discuss the details of the
proposed motion and the issues brought up by Ms. Soeka and Dr. Deahl. UBGS then voted as follows on the motions.

PUBS – Specialization in Dispute Resolution – A motion made and seconded to terminate the program. A vote was taken with 9 in favor, 1 abstention.
LEDR – Specialization in Dispute Resolution – A motion made and seconded to terminate the program. A vote was taken with 9 in favor, 1 abstention.
DIRS – Certificate – A motion made and seconded to terminate the program. A vote was taken with 9 in favor, 1 abstention.
DIRS – Master’s – A motion made and seconded to terminate the program. A vote was taken with 9 in favor, 1 abstention.

The UBGS commends Ms. Soeka for her years of work in the program and will so note this in their recommendation to the Academic Senate.

The meeting adjourned at 3:52pm.