University Board of Graduate Studies Minutes
of the 3/5/15 meeting

Present: Jay Caulfield, Sumana Chattopadhyay, Sharon Chubbuck, Ben Davaji, Kim Halula, John Jentz, Alison Julien, John LaDisa, Felissa Lee, Maureen O’Brien

Also Present: Melody Baker (note taker), Kevin Gibson, Craig Pierce, Guests: Mel Austin, Dan Blinka, Linda Salchenberger, Mary Dunnwald, Lars Olson

Excused: Allison Abbott, T. Gerry Bradley, Robert Griffin, Heather Hathaway, Stephen Saunders

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

Reports:

Graduate Interim Dean –
Dr. Gibson announced that the Graduate Dean search will begin soon with a goal to have a person hired by June.

Application numbers are down by 8% overall, but this is comparable to peer institutions. The application decline is mostly in domestic students, while international applications remain about the same as last year. Additionally, some departments are becoming more conservative in their offers. Departments will be encouraged to reach out more as a personal touch can make a big difference. The Graduate School will host an “Accepted Student Day” to increase the matriculation yield rate.

The changes in Computing and Communication were referred back to APT so the vote of approval by the UBGS will be on hold for now.

An INPR student has gone from 5 – 4 members on the committee due to one member moving away. The UBGS members agreed they are ok with that.

Lastly, Dr. Gibson reported that the AJCU graduate administrators conference is being held at MU this month.

Graduate Assistant Dean –
Mr. Pierce, who is retiring, announced that his position has been posted for 2 weeks, interviews will start next week, and the goal is to hire his replacement by May 1. Finalists will go to Dr. Gibson for interviews.

UBGS Chair –
Dr. Caulfield reported that after meeting with COR officers, it was decided to defer the Joint Faculty Forum to a later date. Officers will wait to see what innovation proposals get funded and then will use the forum to generate ideas to help those proposals be successful.

Business:

Growth Incentives Committee (GIC) (guest presentation – Mel Austin, Dan Blinka, Linda Salchenberger, Mary Dunnwald)

Dr. Salchenberger shared a list of growth incentives models, and reported that the committee had consulted with deans of all the colleges on revenue sharing. They discovered
that most deans were not even aware that this process was going on, which made it clear to the committee that better communication is needed. Deans would like to be able to anticipate when money is coming, and with an opportunity to plan, better decisions can be made.

Going forward, the committee is hoping for a process that is transparent and simplified. Because enrollment is a fundamental driver, some realistic baseline targets should be set. Setting budgets begins now for FY17 and the participation of the deans is critical. The downside is becoming completely enrollment driven, so they do want to avoid this, while still achieving numbers. The committee is also discussing how to incentivize faculty to double research.

Dr. Gibson stated that some centralized units, such as the Graduate School, can help boost enrollment, but does not seem to get incentivized to do this. It was also commented that a definition of targets would help – what is real? Dr. Salchenberger proposes that the “target” is the baseline. The university can create a budget based on the baseline. Tuition cannot be raised right now because of the market. Dr. Salchenberger also discussed discount programs, which can be acceptable.

Dr. Salchenberger asked what the Graduate School would do with revenue sharing, and Dr. Gibson answered that it would go towards recruitment and conversion.

Dr. Salchenberger said other ideas being discussed by the committee are: how to seed overseas Jesuit programs to be a funnel for MU, RCM, sunset clauses, taking risks, and different market opportunities that could come with cross-disciplinary programs. Members were asked to send any feedback to Dr. Salchenberger, and the committee is willing to meet with UBGS again if desired.

Joint Faculty forum – Tuesday, March 24th, 2:00 – 3:30pm – As Dr. Caulfield stated in her report, after discussing among officers of UBGS and COR, it was decided to postpone the forum.

Lifelong Learner addition to Graduate Bulletin –

Mr. Pierce explained that there is no place for people who wish to take courses purely for personal enrichment, or the joy of learning, not for a degree. He proposes to create place in PeopleSoft for such a student. This status would be audit only, and not useable towards a degree. If the student would like to earn a degree, they would have to be admitted to a program. There would be no time limit on how long they could take classes in this status.

Requiring permission numbers could be one way a department could control the admission of audit only students. It was recommended to add that students wishing to enroll in this status will need to obtain a permission number from the department, and to add a line stating that enrollment is with the consent of the department offering the course. It was noted that this status would not apply to professional programs. UBGS members are in agreement.

Proposal for Degree Name Change in Graduate Dentistry –

Mr. Pierce explained the justification for the change to Master of Science in (Orthodontics, Endodontics, or Prosthodontics) and said the Dental School is in favor of it. The
registrar says the UBGS needs to approve it. After discussion, a motion was made to vote on the change, a vote taken with 6 in favor, 1 abstention.

A member made a request for the UBGS to review how PeopleSoft works at a later time.

Dr. Caulfield briefly discussed the UBGS process for reviewing proposals prior to the next topic. It was discussed whether new programs would be voted on at this meeting, or the next one.

**Biomedical Engineering/Medical College Joint Program Proposal (Lars Olson)**

It was pointed out that this is not a new program, but rather a new department. Dr. Olson described the details and rationale of what is being proposed. He stated he is looking for any advice, as well as approval by the UBGS, though President Lovell has already stated that this will go forward and he has given his full support.

A member asked which institution the students would belong to (there are financial aid implications). Dr. Olson does not know, but agrees that this does need to be stated in the proposal. The target start date for this department is fall of 2016. The proposal has gone to the APT, and the Office of Finance.

After some discussion, the members agreed they would like to encourage the pursuit of this initiative. Members feel it is not within their power to approve a new department, but would welcome individual program proposals as they are developed in the future.

**Subcommittee to vet Huron work**

Dr. Griffin had agreed, in absentia, to serve on this subcommittee.

The discussion of the UBGS Guidelines will be moved to next month’s agenda. The meeting adjourned at 4:10 pm.