UBGS MINUTES

To: UBGS Members
From: Jeanne Hossenlopp
Date: 4-5-12
Re: University Board of Graduate Studies
Approved Minutes of the April 5, 2012 UBGS Meeting

Excused: Mike Johnson, Sarah Londo, Albert Rivero, Daniel Rowe
Also Present: Melody Baker (note taker), Tim Melchert, Craig Pierce

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

Reports:
Report from the Committee Chair –

Dr. Griffin shared information gathered from past minutes regarding the selection and terms of the executive officers which was discussed and agreed upon as being accurate, specifically that: Voting members of the UBGS elect the chair, vice-chair, and secretary. The terms of office are normally two-years, beginning at the start of an academic year. The person elected as vice-chair will automatically assume the role of chair after the chair’s term expires. Thus, elections for vice-chair and for secretary would normally be held during the spring semester every two years.

Dr. Johnson has agreed to assume the chair position. The vice chair and secretary will need to be voted upon.

Report from the Graduate Dean

Baseline Enrollment Data meetings are being scheduled with all graduate departments, including the DGS, chair, associate dean and dean. Three meetings have already taken place.

Common Assessment Survey Data has still not been received from eight departments. The graduate school hopes to have the complete set by the May meeting.

The interviews with Associate Dean candidates have been completed, and Dr. Hossenlopp will begin negotiating soon.

Report from the Graduate Assistant Dean –

Mr. Pierce reported on the status of INPR students. An ongoing concern is that some students continue to accumulate more than 12 credits in a non-degree status. Students are warned ahead of time that there is a limit of 12 credits that can be transferred in when they are admitted to a degree status. Transfer of anything over that is at the discretion of the UBGS and there are no guarantees. There was some discussion about how to encourage non-degree students to submit their proposals for INPR as soon as possible. A suggestion was made to
require the student to have a committee chair and members identified by the time they’ve acquired a certain number of credits.

**Business:**

*Summary of Ph.D. Completion Data*

Mr. Pierce explained the data presented on the spreadsheets which had been sent to members ahead of time and why in some cases it may be difficult to get an exact figure on “time to completion”. The committee discussed the time-to-completion differences between post-baccalaureate and post-masters students. It was also noted that gender, ethnicity, and citizenship comparisons are required by the Council of Graduate Schools when the data are reported. The graduate school is also tracking students who have taken boot camp to see how that affects completion.

Suggestions from the UBGS for follow-up included:

- Separating the data for the DNP and Ph.D.’s in nursing.
- Continued tracking over time for identifying trends. Annual review of these data by the programs and by the UBGS was suggested.
- Review of application and acceptance data to assess the quality of students entering programs (these data are part of the enrollment baseline study). Consideration of GRE scores as an indicator was suggested.

*Dissertation Defense Failure Policy* (There currently is no written policy and the potential need for such a policy will be discussed.)

Mr. Pierce explained that it has been left up to departments whether a student who failed their defense is given a second chance. He gave the example of a student who insisted (in order to get on the job market) on defending his defense against the recommendation of his advisor, and then failed and was dismissed from the program without a degree.

It was recommended to find out what, if any policy the doctoral programs at MU have, and what policy other institutions have, if any. Mr. Pierce will research this and get the information back to the members.

The meeting was adjourned at 3:13pm.