University Board of Graduate Studies Minutes
of the 5/1/14 meeting


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

Excused: 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 this may be the year the Carnegie foundation pulls data and MU has submitted $20.9 million in research expenditures for FY13, nearing doubled from 5 years ago.

She will be in Washington DC next week to speak at a scholarship donor dinner and while there will meet with the president of the AJCU, and the outgoing president of The Council of Graduate Schools who is an MU alum.

Graduate Associate Dean –
Dr. Gibson announced that the AJCU deans meeting will be held at MU on March 19 – 21, 2015.

UBGS Chair –
Dr. Johnson reminded the members that his term is ending early, to go on sabbatical for the next year. He enjoyed his time with the board and said it had been a great experience.

Business:
GSO Report –
Ms. Otero and Ms. Kara Pierce, GSO Coordinator, presented the Grad Student Advisor of the Year Award to Dr. Kevin Gibson. Dr. Hossenlopp commended both GSO representatives on a terrific job. A video presentation on the past year of GSO activities and accomplishments which could not be shared due to technical difficulties, was sent to members later.

Dispute Resolution and CPS update –
Dr. Hossenlopp reminded members that at the last meeting they voted not to close the Dispute Resolution program. In the meantime, alternative options are still being explored for this program. The College of Professional Studies has made the determination that the focus should be on undergrad programs. Decisions are being made for the remainder of their graduate programs and some may transition to the College of Business. Dr. Hossenlopp has offered to have the MAPS program moved to the Graduate School, with Dr. Gibson serving as DGS for the program for the next year while a more permanent decision is being made for the future of the program.
Discussion points included: UBGS made a good decision regarding the Dispute Resolution program and he appreciated the process that followed and it is valuable to have people close to the program involved in the decision process.

**UBGS Procedures** –
A draft of the procedures was reviewed by the members. Dr. Johnson noted that the Academic Senate has not come to a decision on the verbiage of the UBGS procedures in regard to membership. A motion was made to approve the procedures and seconded. A vote was taken and the motion was approved unanimously.

**UBGS Officers for next year** –
Since Dr. Johnson is going on sabbatical next year and will not be completing his term. Officer positions will need to be filled for the upcoming year. At the recommendation of the board members a vote was taken with all in favor to name Dr. Jay Caulfield, chair. A vote was taken with all in favor to name Dr. Dan Rowe, vice chair. A vote was taken with all in favor except one opposed to name Heather Hathaway, secretary.

**Hooding ceremony plans** –
After a poll of graduate students, it was determined that a Saturday late afternoon is the preferred time for a hooding ceremony. A room has been reserved for the first ceremony this December. Dr. Hossenlopp said help will be needed in getting faculty to attend.

**Doctoral regalia update** –
Images of possible regalia designs were shared with members. Options were discussed such as using the (black on black) rented gowns, or allowing students to purchase a different gown. It was recommended to keep a low cost/no cost option (black robe) and offer the option to purchase either the hood alone, or to purchase a custom gown and the hood. A custom option would be a robe with an MU delegated design with color. A motion was made to move the recommendation forward after a poll of the graduate students on the design. The motion was seconded, a vote was taken, and the membership is in favor of moving this forward to the provost and president following the poll.

**Faculty Forum discussion and action items** –
Dr. Hossenlopp shared that an outcome of the follow up discussion with the COR, was that members were in favor of creating incentives for interdisciplinary collaboration. Dr. Johnson expressed hope that the comments could get into the hands of people who can act on them. In discussion with UBGS members the following comments were offered:

- A repeated issue is to create a process for distributing funding that could possibly alleviate disparity between departments.
- There is a need for an umbrella across all programs to get undergrad students into research ASAP.
- The structure of the forum was very well done.
- When tours are given to grad and undergrad prospective students, research areas need to be pointed out.
Committee on Teaching – an adjustment to teaching schedules would help some faculty get more students involved in research.

Think about how to encourage cluster hiring, how to start a dialogue about this. Comment that it would have to be 2/3 – 1/3 appointment.

UPT could consider how scholarship involves collaboration, community engagement.

Make research part of the core curriculum group.

Give marketing related issues to OMC and Advancement for action items.

Involve the new VP of enrollment, and new director of admissions.

Get more placement of faculty/student research on video monitors around campus.

Lastly Dr. Hossenlopp noted that, institutionally, faculty are not nominated enough for external or internal awards, and we do not always a good job of celebrating each other’s successes. She would like to see next year’s Distinguished Scholar’s Reception attendance doubled. One member said some extra encouragement from Dr. Hossenlopp to attend would be helpful.

**INPR – proposed changes**

Dr. Gibson presented the proposed changes to the INPR program. The proposed guidelines make it more of a step by step process. A member asked about the requirement of five committee members. In a poll of UBGS members it was found that departments currently require anywhere from 3 – 5. It was asked if that requirement could be changed to say “no less than three, but normally five”. There is some opinion that it has been difficult to secure five committee members. Under *Qualifications for Committee Members* page 6, number 1, it was recommended to strike the words “must” and “at least” and change the wording to “typically” 5 voting members.

It was discussed that students already in process, will easily be able to transition to the new guidelines. What about requirements to have a minimum number of committee members from MU? The current wording is sufficient. Dr. Gibson pointed out that annual progress reports will be required.

It was recommended to make reference to the bulletin time to completion information so that students don’t think that all the rules are in the INPR document.

A motion was made and seconded to approve the changes, a vote was taken and the motion passed unanimously.

**Priorities for next year**

Dr. Johnson asked members to list some priorities for the next year:

- Invite the new president to a meeting.
- Invite OMC/Advancement to a meeting.
- The new president should bring new opportunities for recognition of outstanding areas of MU.
- Identify themes from the faculty forum to focus on into a to do list
- Continuing work on COPS graduate programs and rehoming of students
• Increasing enrollment (as related to revenue) – this may need series of workshops (think professional masters, interdisciplinary). Determine cost benefit of marketing programs. Should UBGs meetings be used to host some of these workshops?
• Add more 5 year – BA-MA programs.

The meeting adjourned at 3:46pm.