University Board of Graduate Studies Minutes
of the 9/4/14 meeting

Also Present: Melody Baker (note taker), Kevin Gibson, Craig Pierce
Excused: T. Gerry Bradley, Maureen O’Brien, Stephen Saunders

The meeting was called to order at 2:00 p.m. Dr. Caulfield added one item to the agenda (formation of an INPR subcommittee) and the agenda was approved. Introductions of all present were made.

Reports:
Graduate Dean –
Dr. Hossenlopp reported that the last issue of Discover magazine was sent out to more alumni as part of the materials for the presidential inauguration. Since Dr. Lovell is focusing on innovation and entrepreneurship as major themes for Marquette, she asked the members to think, as a group, about how entrepreneurship and innovation relates to their work in graduate/professional education.

Dr. Lovell has introduced a new initiative – The Commons – which is a collaborative effort of leaders at several local universities and colleges. The Commons will enable students to work together in one of two ways: 1) students can participate in a business accelerator to advance existing ideas. This will be a competitive program that will value teams of students working together. 2) Students can work at solving problems that have been provided by local companies. Undergraduate, graduate and professional students will all be eligible to participate. This program will supplement, not replace, existing programs such as the business plan competition. Dr. Hossenlopp will look for members of the UBGS to serve on the board for the Commons.

Lastly, Dr. Hossenlopp thanked members who served on sub-committees over the summer.

Graduate Associate Dean –
Dr. Gibson also thanked members who participated in a sub-committee over the summer. He reported that the new INPR Guidelines are now in place and gave an update on the status of students in the program.

Though there is no longer a university-wide graduation in December, the Graduate School will host a hooding ceremony for doctoral graduates on December 13th. An estimated 30 PhD degrees will be granted and President Lovell will participate in the program. All faculty are encouraged to attend.

The Dispute Resolution program which appeared on the agenda last spring will be discussed by the UBGS again this fall. Dr. Gibson is currently acting advisor for the MAPS program.

The Preparing Future Faculty program (PFF), now Preparing Future Faculty and Professionals (PFF&P) is now open to masters and PhD students.
Lastly, the Grad Student Organization (GSO) is up and running, with their first event to be held soon.

**Graduate Assistant Dean** –
Mr. Pierce shared a handout with members and gave an update on graduate enrollment figures and explained the process of making projections on enrollment. Areas of concern were pointed out.

He also reported on application data, and that the numbers are down slightly from last year. If the trend continues it would be a cause for concern.

**UBGS Chair** –
Dr. Caulfield had no report at this time but welcomed new members to the group.

**Business:**

**Officers** –
Dr. Hathaway, who had been voted in as secretary in May, agreed to move into the vacant vice chair position. A vote was taken and the members were unanimously in favor. The secretary position now needed to be filled and Dr. Abbott volunteered. A vote was taken and the members were unanimously in favor.

**Strategic Planning** –
Dr. Hossenlopp provided an update on progress toward improving Marquette’s ranking in the Carnegie basic classification, one of the objectives in the strategic plan. She described how grant funding and tuition is counted, among other things. A handout showed the reported R & D expenditures for several years, with increasing improvement. Dr. Hossenlopp believes MU should be able to reach $30 million easily, setting a next-step goal of reaching $40 million in expenditures. A graph showing PhD degrees awarded over several years was also discussed.

Dr. Hossenlopp also noted that building and enhancing research infrastructure, such as the High Performance Computing (HPC) should become a priority with the support of the President.

**Subcommittee for INPR applicant** –
Dr. Caulfield asked for volunteers to serve on a sub-committee for an INPR proposal, noting that the student would fall under the old INPR guidelines and has already prepared an outline, which the subcommittee would review. Dr. Caulfield read a statement describing the research to be done, and listed faculty who are serving on the dissertation committee. She explained what the responsibilities of the subcommittee would be.

Mr. Pierce recommended allowing the student to present under the new guidelines to expedite the process. Dr. Gibson will check with the student to see if he’d like to use the new guidelines (negating the need for a sub-committee), and if the timeline can be adjusted.

In the event a sub-committee is needed, Dr. Halula, Dr. Chubbuck, and Dr. Caulfield volunteered to serve.
Priorities for 2014-15 –

The priorities that were listed in the May meeting were reviewed. Members discussed when to invite the President to a meeting and it was decided that the themes from last year’s Faculty Forum should be prioritized and vetted among members first before meeting with the President, probably in the spring term.

Dr. Hossenlopp informed members that this fall they will be looking at the Public Service master’s program to make revisions to strengthen the program and build enrollment, as well as determine which department should serve as the appropriate permanent home.

The possibility of adding more 5 year BA-MA programs was discussed. A member pointed out that low enrollment in graduate courses has caused concerns that courses may be cancelled. Dr. Hossenlopp said this is a topic that will be on the Dean’s Council agenda and that it should be discussed by UBGS members.

Another member mentioned the possibility of more joint MA programs being discussed in their department. Members agreed this would be a good topic to discuss. Dr. Hossenlopp suggested inviting colleagues in for a brainstorming session, and for the development of templates. Another member pointed out that the program proposal and review process is very slow. Dr. Gibson and Dr. Hossenlopp explained some ways in which the process has been improved, but there are other areas in which a new model could be considered. Dr. Gibson suggested a presentation on the different models now available would be helpful.

Members also discussed inviting OMC representatives to a meeting to talk about themes that came out of the Faculty Forum. Dr. Hossenlopp also recommended inviting Advancement representatives to come and present their work plan for graduate education. It would also be useful to invite the VP for enrollment.

Other-

Canceling classes due to low enrollments: It was discussed that enrollment figures should be expected to vary from one program to another. In some programs it is necessary to have low enrollment courses, others can accommodate more. Combining courses with undergrads should be an option, but not a solution. There cannot be a one-size-fits-all solution. It may also be an option to take a course at UWM, or MCW. Dr. Hossenlopp will discuss with Dean’s Council.

Next month’s agenda will include a discussion of the Faculty Forum notes and a review of the duties of the UBGS members.

The meeting adjourned at 3:37pm.