University Board of Graduate Studies Minutes
of the 9/6/12 meeting

Present: Jay Caulfield, Robert Griffin, Kim Halula, Arthur Hefti, Jeanne Hossenlopp, Mike Johnson, Maureen O’Brien, Albert Rivero, Daniel Rowe, Doris Walker-Dalhouse

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


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

Reports:

Graduate Dean –
Dr. Hossenlopp reported that a panel of 5 faculty members met with the BOT at the May meeting. The trustees were very engaged with the faculty and truly interested in the faculty research.

The fall DGS meetings were held this week.

Graduate Assistant Dean –
Mr. Pierce reported that data has been collected on doctoral students for years. He is now beginning a collection of data on master’s students.

Business

Introduction of new Associate Dean, Dr. Kevin Gibson –
Dr. Gibson was introduced and spoke briefly about what his aspirations are in his new position.

RWAR Process Update –
(Required withdrawal for academic reasons) – Dr. Gibson explained the issues regarding students who are not excelling and are in danger of dismissal. He also explained SAP (satisfactory academic progress) and why it is important to grade students in the best interests of academic integrity. He informed the members that a second failure of a DQE is grounds for dismissal.

Dr. Gibson recommended that everyone should use the most up-to-date web bulletin to review the policies and described how the RWAR was now an automated process. There was some discussion about the appeal process. He pointed out that a DGS signature is required for an appeal and there was a recommendation to add a line to allow a DGS to state when they do not agree with the students appeal.

Assessment Update –
Dr. Hossenlopp met with Sharron Ronco earlier this summer. There is a need for UBGs to develop an assessment plan for the Interdisciplinary Ph.D. (INPR) program. Dr. Johnson recommended a subcommittee that can assess INPR students. Dr. Hefti, Dr. Griffin, Dr. Gibson, Dr. Halula, and Mr. Pierce all agreed to work together as a subcommittee to evaluate INPR’s. A suggestion was made to create a grid of students in progress in the INPR program to map out
and track where they are in terms of program requirements. There was some discussion regarding the proposal for INPR and how the UBGS evaluates it. Dr. Johnson recommended putting this topic on a future agenda.

Dr. Hossenlopp also noted that assessment of graduate education will remain at the program level and that programs will be encouraged to consider the general guidelines that UBGS has previously discussed when planning their assessment activities. The HLC reaffirmation of accreditation site visit will take place next fall and this year’s assessment activities are going to be carefully reviewed.

Exit Survey Data –

Members received information in advance and Mr. Pierce explained that most programs have a large enough pool of data to insure unanimity. The Grad School will continue the survey on an annual basis. Dr. Hossenlopp asked if anything else should be asked on the survey. A recommendation was made to provide a definition of what transformation means (#30A). It was asked if it would be possible to collect data on students who would not be graduating. Dr. Hossenlopp said it is important to disseminate the data. It was also recommended to ask to inquire whether the survey would be helpful to the DGS’s.

Review of revised statement on Graduate Education at Marquette University –

This document was shared with members in advance. Dr. Hossenlopp would like to include photos and vignettes of students in the document. She asked members to send examples and ideas to her. It was recommended to relate the rankings to something such as, ranked 7 out of....

Dr. Johnson asked if the strategic priorities were the right ones. Members agreed student professional development, and highlighting faculty and student research should be priorities. It was also recommended to add a separate bullet for grad students as part of the community of scholars.

Other suggestions included:

- Fundraising
- Funding available to students for conference travel.
- Comprehensive training grant – Dr. Hossenlopp said it may be more appropriately included in the strategic planning.
- The word “mission” should be included.
- Preparation of a global nature.
- Add PA to the professional programs list.
- List specialties for Dentistry in the table.
- Include goal to increase diversity.

Dr. Johnson asked Dr. Hossenlopp what role the UBGS would play in strategic planning. Dr. Hossenlopp described the process and said the coordinating committee will meet with groups for information (the UBGS could be one of those groups). The Strategic Planning Committee is also charged to do an environmental scan and has listed areas for external scanning.

Ideas the UBGS could work on towards this end:

- How to encourage diversity (William Welburn)
- Academic Integrity
- Meeting during Senior Week to gather ideas from DGS’s
- Reach out to students through the GSO so they have a voice
- Meet with Carol Ferrara – director of Trinity Fellows
- Meet with Stephanie Russell
Promoting communication and work across different university groups: UBGS partnerships with UBUS, the DGSs, Committee on Research, and other campus areas –

It was discussed how the UBGS could meet with other groups to promote better communication. Suggestions included meeting with the GSO, PFF, discussions among UBGS, UBUS, and AS on topics such as Academic Integrity, inviting the UBGS to DGS meetings.

Dr. Johnson offered to meet with the chairs of UBUS, COR, and Committee on Teaching. It was also suggested that the UBGS & COR could co-host an annual meeting with DGS’s, and chairs to discuss graduate education and graduate research, and to organize once a year have a touch point with other groups.

Lastly, it was recommended to create an electronic suggestion box with a web form that could be submitted anonymously if preferred. Also, a Sharepoint site will be set up for the UBGS and the suggestions could be collected there for the members to view.

The meeting adjourned at 3:47pm.