UBGS MINUTES

To: UBGS Members
From: Jeanne Hossenlopp
Date: 12-1-11
Re: University Board of Graduate Studies
   Approved Minutes of the December 1, 2011 UBGS Meeting

Excused: Ed Fallone, Sarah Londo, Daniel Rowe
Also Present: Melody Baker (note taker), Tim Melchert, Craig Pierce

The meeting was called to order at 2:04 p.m. and the agenda was approved.

Reports:
Jeanne Hossenlopp, Dean

Dr. Hossenlopp announced the recent receipt of a gift to the Graduate School of just under $100,000 to establish a new endowed excellence fund. This will be a general fund that can be used in a variety of ways – to support scholarship, diversity initiatives, travel, and research.

Dr. Hossenlopp also announced that Dr. Melchert will be returning to the College of Education full time and the position he will leave with the Graduate School will change to a full time position with the title Associate Dean. She went on to describe what some of the responsibilities will be. There will be an internal search for candidates, and the position will be for a 3 year term that can be renewable.

On-going challenges with accurate and consistent data reporting for external surveys, such as US News and World Report rankings, and the efforts of the graduate school and others to resolve the issues, were noted.

Robert Griffin, Chair

Dr. Griffin announced that the student outcomes have been approved as final per Sharon Ronco. The next step is to share the outcomes with the DGS’s for their feedback. Dr. Hossenlopp will wait until after January 1 to do this.

New Business:
Clinical Mental Health Counseling Graduate Program Modification,

Dr. Alan Burkard (CECP) explained the rationale for this modification and that the increase in credits is in keeping with national standards. The documentation and explanation were for the board’s information and as a model of how to balance quality and budget issues in program development.

Enrollment Management Baseline Report

Dr. Hossenlopp explained the reports and said each program has received their own set of data. She will start meeting with the DGS’s and other leadership next. It was discussed how much tuition revenue and how much grant revenue was brought in.
This report contains more combined data than for the *US News and World Report* survey. It was also discussed how allocations for scholarship are divided between programs and noted that, although the number of applications have gone up, scholarships have not.

Dr. Hossenlopp shared what she will be asking of departments and asked the members for questions she should ask when she meets with the program chairs. Members offered these suggestions:

- How expensive is a master’s degree – total cost to university?
- How does this compare with other universities, private universities?
- Does financial aid relate to total revenue?
- How do programs allocate their scholarship credits – what percentage of aid is being used to recruit students (not on campus yet) and what is being used to support and retain current students.
- What are departments guaranteeing Ph.D. students in terms of amount of aid and duration?
- How many offers are made without funding, how many acceptances without funding?
- Are decisions affected by the number of students who pay their own way?
- How often do programs split their positions and create two half assistantships?

It was recommended to articulate a goal of identifying best practices for financial aid in enrollment planning to find a way to be flexible in being able to make temporary reallocations when a program is unable to use all of its aid in a given year due to extenuating circumstances. It was also recommended to consider when scholarships are allocated.

Dr. Hossenlopp will report back as she gets data from the programs.

**Doctoral Residency Requirements**

On a document sent ahead of time, Mr. Pierce described the issue of residency, the purpose, and asked if the residency requirements were accomplishing the goal, and should they be revised to accommodate departments?

Dr. Bull said Nursing (with very few full time PhD students) is opposed to a two or three tiered system and would rather have a minimum requirement with flexibility to allow individual departments to have more stringent requirements if needed.

Immersion experience was discussed along with how students in different programs might work part time jobs in their fields. It was also pointed out that the goals of students in the INPR program are very unique. It should also be taken into consideration that most PhD students are older and have extenuating circumstances of employment and family situations.

There was discussion of whether the reason for the program is still valid. In addition, it was noted that we should keep in mind what the policy, or lack of one, signals to the outside world. There was also discussion of who should be responsible for monitoring the policy.

It was recommended to poll departments to see if they care enough to keep the requirement. Other suggestions and considerations made by members:
• Can this be handled by offering exceptions considered with approval?
• How can one live up to the core values of the university without being a resident?
• Consider the opposing forces of need for credentials, with rising cost of education and economical constraints.
• Think about how to build meaningful connections to MU for the sake of alumni.

Prior to any future discussion, the policies of Boston College and Georgetown will be looked at to see if there are creative ways in how to handle this. On a final and related point, Dr. Hossenlopp shared that the NSF has come out with a family/work life balance initiative to keep up with the needs of faculty and students.

Other

Mr. Pierce announced that the Graduate School Facebook page launched today. Also, graduate student writing groups are being formed. Information for both of these topics can be found on the Graduate School web page.

Lastly, a dissertation boot camp is scheduled for second week in January.

The meeting adjourned at 3:41pm.