University Board of Graduate Studies Minutes
of the 12/4/14 meeting


Also Present: Melody Baker (note taker)

Excused: T. Gerry Bradley, Kim Halula, Alison Julien, John LaDisa, Stephen Saunders

The meeting was called to order at 2:00 p.m. and the agenda was approved.

Reports:
Graduate Dean-
   Dr. Hossenlopp reported that the annual Council of Graduate Schools meeting is taking place this week, with Dr. Gibson attending and representing MU.
   MU will be hosting the AJCU conference in March with planning being done by the Graduate School. The Graduate School will also hold the first Hooding ceremony for December Ph.D. graduates on December 13th.
   Dr. Hossenlopp also reported that she sent a letter to graduate students addressing the recent faculty/grad student issue that appeared in the news. At a future meeting she would like to give the students in the GSO an opportunity to voice their concerns for academic freedom to the UBGS. She recommended making this a topic for discussion in the spring with some additional grad students invited.
   Enrollment projections for many graduate programs are lower than last year generating some concern in regard to budget implications. There are plans for some budget cuts for next year. Dr. Hossenlopp encouraged everyone to work hard to increase enrollment.
   The competition for innovation funds will be announced today and Dr. Hossenlopp briefly explained the process.

UBGS Chair –
   Dr. Caulfield reported the spring Faculty Forum was discussed with the Committee on Research (COR) at an agenda planning meeting. After the COR’s next meeting (Dec 10) a decision will be made on if, and when, the forum will be held.

Business:

Structure of dissertation/theses – flexibility in form –
   Dr. Caulfield explained that Dr. Gibson recommends that any major form changes should be made by the department. It was recommended to include a statement that the dissertation “conforms to the required format” on the form that will be signed off on by the dissertation director.
   Dr. Hossenlopp recommended that each department should establish a format and make that available to students. Ms. Vogt commented that from a grad student perspective, the student prepares a document according to their discipline guidelines which the
department signs off on, but before submitting it to the grad school it has to be reformatted to another set of guidelines, a time consuming process. It would be helpful to have this process streamlined.

It was recommended to ask departments to submit a standard format and if they don’t have one, default to the grad school standard. Dr. Hossenlopp recommended auditing for a period of time if this is done to ensure quality control.

It was pointed out that the dissertation outline format also does not work well for some departments. The UBGS will discuss how to make the online submission user friendly for the grad school to review, and still be in compliance with discipline requirements. Dr. Hossenlopp pointed out that the outline/proposal also serves to protect the student by stating agreed upon goals. It was also suggested to ask programs what their requirement is for thesis/dissertation format and give those formats to the grad school to have on hand.

Members are in agreement with the standardization of the title page, abstract, and acknowledgements. It was recommended to make a request to DGS’s for their input on outline and formatting changes, and in the future to think about forming a committee to review documents for possible publication.

**Graduate enrollment initiatives — UBGS brainstorming:**

Ideas offered:

- **EDPL** – looks at current grads who are teaching and contacts them by personal email to see if they know of anyone who would be interested. Alumni are also contacted via email.
- **Target people with personal emails.**
- Get undergrads more involved in research with faculty, include possibility of 3/2 masters.
- Make a concept map of where MU is now in grad programs to see where new programs are needed.
- Improve the marketing of graduate programs - TV ads showing faculty research.
- Add more certificates and online/blended formats
- **Niche interdisciplinary programs that are innovative** – interdisciplinary masters.
- Degree with a focus on the individual career. EDPL offers a similar program. This idea offers a chance to test out potential master’s programs. Consider templates.
- Psychology hosts “Diversity Day” poster session and invites undergrad and grad students from other areas outside of MU to a competitive presentation with a small monetary award. Faculty present research. Grad students hold a forum with current MU students, and offer an opportunity to submit applications without fee. Attendees can submit an abstract, which gets reviewed for acceptance, but anyone can attend without presenting a poster. There is no fee to attend or present and the event provides an opportunity for networking.
- Departmental open house event with an opportunity to meet faculty.
- Notation on transcripts could add value.
• Conduct a market analysis of diversity/dispute resolution training for police officers. Skill training/executive ed would also address MU’s mission. Think about offering a certificate. This could be thought of as an interdisciplinary approach to leadership.
• Create a perception of MU as a national/international program rather than regional (i.e. Nursing).
• Create interactive classrooms for distance learners.
• **Market analysis of what is likely to attract**
• **Networking with alumni**

It was noted that most ideas today are new initiatives rather than ideas on how to boost enrollment in existing programs. Dr. Hossenlopp advised keeping flexibility in mind, and also stated that there is a possibility that Huron may be coming to campus to evaluate graduate enrollment as they did with the undergrad enrollment.

*Innovation Funds* –
Dr. Hossenlopp briefly described the purpose of the innovation funds competition and encourage members to submit proposals. Members discussed possible ideas for a group proposal. It was suggested that the aforementioned market analysis (may need to do mapping first) to gauge interest in an Interdisciplinary masters (for pilot program) would be a good proposal.

Dr. Caulfield asked who would be willing to write the proposal, and Dr. Lee tentatively agreed. Dr. Caulfield and Dr. Griffin will also be part of a subcommittee to submit a proposal on behalf of the UBGS. The proposal will be discussed again at the January meeting.

*INPR concept paper* –
Members discussed a prospective student’s submission for an INPR degree and agreed it is a viable project. A motion was made and seconded to approve, and a vote was taken which was unanimously in favor.

The meeting adjourned at 3:40 pm.