

# UBGS MINUTES

**To:** UBGS Members  
**From:** William Wiener, Ph.D.  
**Date:** 10-5-06  
**Re:** Marquette University Board of Graduate Studies  
Approved Minutes of the **October 5, 2006** UBGS Meeting

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*Present:* Alison Barnes, Jay Caulfield, Rich Friman, Robert Griffin, Colin Hahn, Kim Halula, Ed Inderrieden, John Karkheck, Mary Ann Lough, Tim Melchert, Dale Noel, Craig Pierce, Albert Rivero, Bill Wiener

*Excused:* Tony Iacopino, Gerald Harris

*Also Present:* Melody Baker (note taker), Dean Jeutter (substituting for Gerald Harris,) Lori Fredrich, Lauren Leslie, and Joan Whipp (EDPL), Jim Marten (HIST), Carrie Pruhs (Graduate School)

The meeting was called to order at 2:05 p.m.

The agenda was approved and then a motion was made, seconded, and approved to remove Master's in Leadership w/ specialization in Engineering from today's agenda and place it on the November agenda. The minutes of the 9-7-06 meeting were approved.

## **Reports:**

*Report from the Graduate Dean* – the LLM in Sports Law was approved by the academic senate and will go to the Board of Trustees.

*Report from the Committee Chair* – focus will be on INPR revisions

## **Unfinished Business:**

*Role of UBGS Secretary* – It was suggested that the UBGS adopt the format of the COR in that the Secretary (Jay Caulfield) would edit the minutes taken by Melody Baker

*EDPL Specializations* (Lori Fredrich, Joan Whipp, Lauren Leslie) – The board members were given handouts ahead of time that showed all of the EDPL specializations. The specializations were then presented and explained by Ms. Lori Fredrich. It was made clear that nothing new was actually being proposed, the purpose is to make clear specializations that already exist. This reorganization will also assist in identifying students in specializations and in recruiting for the specializations offered.

Specializations in M.A. and M.Ed. and Certificate programs were discussed. The board was then given the opportunity to make comments and ask questions. Dr. Wiener suggested removing the concept of being able to “waive” credits from the description and instead lowering the credits. The number of credits that were listed as required was discussed at some length and it was explained that that could be somewhat variable depending on a student's background. However, it was made clear that every student is made aware of what courses they will be required to take based on their transcript analysis before they sign up. At the conclusion of the discussion Ms.

Fredrich, Dr. Whipp, and Dr. Leslie were dismissed. There was some brief discussion and then the board was asked to vote. The specialization was approved unanimously.

*Approval of the INPR Revisions* – one of the main issues is if the UBGs members should be fine tuning the INPR proposals or leaving it up to the student's advisory committee. Some of the changes being made were shared with the board ahead of time. It was pointed out that the INPR program differs from any other doctoral program in many ways. The reason for the 22 credit hours in connection with students in professional programs was explained. It was also discussed that it is critical to have guidelines to ensure a quality committee because the INPR students are not connected to a department in the same way students in other programs are. Dr. Noel stated that the criteria for the director are not consistent throughout the guidelines and form. It should be changed so that the same language is used throughout.

Mr. Colin Hahn, who is also the chair of the GSO, reported on the concerns grad students had when this issue was brought up at their last meeting.

Outside member of committee – it is important that this person be a voting member. However, they would also like to be able to have more than one outside member. This was discussed as possible, but with the stipulation that only one outside person could be a voting member. It was shared that some departments allow one outside member to be voting, but an additional one could act as a consultant. It was felt however that some language would be needed to ensure qualifications of the outside member. It was also pointed out that while a committee member could be well qualified, they might not necessarily have a PhD. Not every program has PhD as a terminal degree and it was suggested that the wording be changed to require a terminal degree.

I was suggested to rewrite the requirement #1 of the guidelines to read at least 4 of the 5 must be regular Marquette faculty. Eliminate #6. A motion was made to vote on this change, seconded, and approved unanimously.

It was proposed that #2 be changed to match the language of #5, reading, "Members must have competence in the proposed domain area. Faculty members shall be active scholars". A motion was made to vote on this change, seconded, and approved unanimously.

Mr. Hahn also asked for clarification of #3 regarding the Director's service on previous committees (would an unfinished dissertation, or serving on only one committee at a time disqualify a possible director?). It was stated that the director needed to have prior experience as a dissertation director.

It was proposed to state #9 "The committee must consist of five voting members. If additional expertise is needed consultants may be appointed. At least one member must have working knowledge of the research methodology. "A motion was made to vote on this statement, seconded, and passed unanimously.

Dr. Noel brought it to the board's attention that #2 of page 5 needs to be worded so that it is clear that both options must be for 5 years.

### **New Business:**

*History Specialization in Globalization* (Jim Marten) – Dr. Marten presented the proposal for the new specialization in his department. He explained that by next fall,

the department will already have the staff for this specialty, two new courses will be developed, and it will not add any additional cost to the department. It will give students a chance to try out a non-European field. The department feels this specialization may very well attract teachers in particular. This specialization also fits in with the universities strategic plan to globalize. It was clarified that the official title will be “Global Studies”. A motion was made to approve, seconded, no discussion, voted to approve unanimously.

*Engineering Certificates (EECE)* –Dr. Widera was unable to attend to present these certificates but Dr. Dean Jeutter, who is substituting for Dr. Harris today, spoke on the certificates. It was noted that the courses for these certificates already exist. Dr. Jeutter read the titles of all the certificates and briefly described them and some of the faculty involved. The certificates are: Digital Signal Processing, Sensors and Smart Sensor Systems, Electric Machines, Drives, and Controls, Microwaves and Antennas. The board was then asked for discussion. It was explained that these are the result of a retooling of what was already being offered. Most of the students are industry people just coming in for a certificate. The department considers the certificates a marketing tool to capture interest in a master’s degree. A motion was made to approve the certificates, seconded, no further discussion, voted and approved unanimously.

Carrie Pruhs brought it to the board’s attention that there were also certificates in Civil Engineering to be approved. However, since the board has not seen these yet, it was agreed that they will go on next

*Academic Honesty Policy* – reappointment of a sub-committee for this academic year – Matt Sanders has volunteered to serve. Dr. Wiener asked for some volunteers from the board and Tim Melchert, Jay Caulfield, and Kim Halula agreed to serve.

Criteria for Candidacy - will be moved to next month’s agenda.

**Discussion: Topics Executive Committee Proposes for Future Meetings –**

Dr. Inderrieden informed the board that the following topics are being considered for future discussions:

*Electronic Thesis and Dissertation*  
*Accelerated Degree Program*  
*Leaves of Absence*  
*Composition of Doctoral Programs –Content and Length*  
*Full Time Status for Graduate Students*  
*Use of Continuous Enrollment Credits*  
*Stipend Levels*

Dr. Inderrieden asked the members to send any other topics of concern to him. The meeting was adjourned at 4:05pm.