University Board of Graduate Studies Minutes  
Thursday, February 2, 2017, 2-4 p.m.  
Raynor Library, Lower Level, Conference Room C

Present:  
Allison Abbott, Kati Berg, Alison Efford, Marilyn Frenn, Alyson Gerdes, Kim Halula,  
John LaDisa, Judith McMullen, Margaret Nettesheim-Hoffman, Sheila Stover

Present, non-voting:  
Carrianne Hayslett, Carrie Pruhs, Jenny Staab (note taker), Carl Wainscott,  
Doug Woods

Not Present:  
Sumana Chattopadhyay, Sharon Chubbuck, Felissa Lee

Guests:  
April Harkins, Tom Kaczmarek, Gary Krenz

I. Call to order. The meeting was called to order at 2:01 p.m. by Dr. Abbott.

II. Approval of minutes. January 19, 2017, minutes were approved electronically by a majority of the Board.

III. New Business.

A. Action items: program proposals.

1. Master of science in computing (COMP-MS) new specialization: Career Change Opportunity, also known as Change Opportunity, Start Master’s in Computing (COSMIC). - Tom Kaczmarek, Gary Krenz

This new specialization is designed to move students from an underemployed status into a STEM (science, technology, engineering, and mathematics) career in computing. It supports a career change for students who do not have the prerequisite knowledge and skills in programming, data structures, and algorithms. It requires successful completion of a foundations course and supplies the computing program prerequisites in a 40-hour/week boot-camp-like environment.

During discussion, members of the Board were supportive of the specialization, but did express concern regarding its name, in that it perhaps does not clearly communicate what people receive through this specialization, and that it may raise questions with potential employers. The Board suggested that the name ("Career Change Opportunity") be changed.

2. New post-baccalaureate certificate in Clinical Laboratory Science (CLLS-CER). - April Harkins

This certificate program is designed for individuals who hold a bachelor's degree from an accredited college or university. Upon completion of the two-year program, the student will be eligible to take the national Board of Certification exam to work as a certified clinical laboratory scientist.

In recent years, the department has received numerous inquiries from individuals with bachelor's degrees seeking to obtain the necessary coursework to become certified clinical
laboratory scientists (CLS). Benefits to those who obtain this certificate include salary and the excellence of the CLS program at Marquette that leads to 100% employment and a 95% first-time pass rate on the Board of Certification exam for our students.

Motion: To approve the Computing Master’s (COMP-MS) new specialization Career Change Opportunity or Change Opportunity - Start Masters in Computing (COSMIC) with the suggestion of changing the name of the specialization.
Made by Marilyn Frenn, seconded by Judi McMullen. No further discussion.
Motion passed: nine in favor, one opposed, no abstentions.

Motion: To approve the new post-baccalaureate certificate program in Clinical Laboratory Science (CLLS-CER).
Made by Judi McMullen, seconded by Kati Berg. Brief discussion followed during which it was confirmed that it has a normal credit load for a certificate.
Motion passed: ten in favor, none opposed, no abstentions.

IV. Reports.
A. Dean of the Graduate School. - Doug Woods

   • Applications as a whole up 8% from 2016.
   • Acceptances so far up 45% from 2016.
   • Nationally from fall 2014 to fall 2015 (most recent data available), private, non-profit graduate school applications up 1.5%.
Dr. Woods also gave the breakdown of enrollment data for specific colleges and disciplines nationally and at Marquette.

2. Soft targets for master’s programs and discount rates. Some departments had asked Dr. Woods to give them an idea of enrollment targets for next fall’s master’s programs and average discount rates that they could potentially put in place. So Dr. Woods has sent this information to all the departments.

3. Recent executive order barring entrance to USA. Departments are free to follow their normal admission process for any students from the seven countries on the barred list: Iraq, Syria, Iran, Libya, Somalia, Sudan, and Yemen. Dr. Woods recently met with the Office of International Education (OIE) and Marquette students who come from the listed countries to give them a chance to talk and to assure them that they and the Marquette community supports them.

4. Change in Graduate School of Management’s (GSM) new specialization proposal. At the last UBGS meeting, the GSM’s new specialization Public Policy Research was approved as part of the master of science in applied economics degree (ECON-MSE). At that meeting Dr. Woods had asked the GSM representative if the Department of Political Science was agreeable to this proposal. Afterwards he learned that the chair of Political Science had not seen the proposal and that there was a conflict with the name. He then met with faculty from the GSM and from Political Science, and they agreed on changing the name of the new
specialization to Economic Policy Analysis. This is an administrative change and does not need to be approved by the UBGS.

5. Council of Graduate Schools (CGS) Career Pathways Student Survey. CGS will be awarding grants to 15 doctoral institutions to implement its Career Pathways Survey. This is a survey of alumni and current students, which aims at tailoring programs to more effectively meet the career needs of doctoral students. It is targeting humanities but will also include STEM disciplines. Dr. Woods will do most of the writing for this proposal, which will explain how Marquette can effectively implement and sustain this survey and feedback process, but he will be requesting feedback from the departments.

6. New executive vice president for operations Dave Lawlor. Mr. Lawlor has expressed his belief in the significant role of graduate education and the importance of its growth for the accomplishment of Marquette’s strategic plan. He has asked Dr. Woods to chair the search committee for Marquette’s new chief financial officer (CFO). Dr. Woods asked the UBGS members to encourage department chairs to attend one of the upcoming listening sessions and give their input on the CFO search.

B. Graduate School Associate Dean. - Carrianne Hayslett

Dr. Hayslett reminded the group that any updates to the bulletins should be sent in to the Graduate School.

C. Graduate School Assistant Dean. - Carl Wainscott

With the beginning of the spring term, the Graduate School is dealing with student registration issues.

D. UBGS Chair. - Allison Abbot: No report.

V. Old Business.

Discussion: vision of the Graduate School. - Doug Woods

The last UBGS meeting ended with a fruitful discussion about the Graduate School’s vision and strategic plan, and the members had the chance to have questions answered and to dialogue. Dr. Woods explained that he would like to have more such discussions at UBGS meetings. Members were encouraged to send any topics they would like to discuss to Dr. Abbott, who will bring the topics to the agenda-planning meetings of the executive committee.

VI. New Business (continued).

B. Discussion: attendance policy. - Doug Woods

With the addition of the WF grade prompted by the federal requirement that we track student abandonment of courses, the Committee on Academic Procedures (CAPS) and the Office of the Registrar are asking whether the attendance policy should now be included in the graduate bulletins.
After discussion, it was decided that the Graduate School will draft language for the attendance policy which the UBGS executive committee will review and which will then be presented at the next meeting.

C. Discussion: mechanism for avoiding duplications in programs. - Doug Woods

The need for this discussion was spurred by the GSM's proposing a new specialization that conflicted with a Political Science program and which had not been thoroughly vetted with that department. There needs to be a mechanism in place to allow other departments to see and comment on new program proposals before these proposals come before the UBGS. There is a section in the current program development guidelines which asks people to consider possible overlaps with other programs. It was decided that the UBGS executive committee will review the existing processes to see how they can be clarified or improved.

D. Graduate syllabi guidelines. Tabled to the next meeting.

E. Transfer of credit policy and ADP programs. Tabled to the next meeting.

VII. Adjournment. The meeting was adjourned at 3:52 p.m. by Allison Abbott.

Respectfully submitted,
Jenny Staab