University Board of Graduate Studies  
Thursday, January 17, 2019, 2:30-4:00 p.m.  
Raynor, Lower Level, Conference Room C  
Minutes

Present: Said Audi, Ed Blumenthal, Sharon Chubbuck (chair), Scott D'Urso, Leah Flack, Marilyn Frenn (Senate liaison, through Skype), Kim Halula (secretary), Jim Hoelzle, Margaret Nettles-Hoffman, Farrokh Nourzad, Michael O’Hear

Present, non-voting: Nick Curtis, Carrianne Hayslett, Jenny Staab (note taker), Theresa Tobin, Doug Woods

Not present: Drew Dentino

I. Call to order.  At 2:30 p.m. by Dr. Chubbuck.

II. Approval of minutes.  December 6, 2018, minutes were approved electronically by a majority of the Board.

III. Reports.

A. Graduate School Dean. - Doug Woods

   Enrollment update.  From this time last spring, matriculations are up 15%.  Fall applications are down in general, though for some programs like nursing, fall application numbers are strong. Two reasons for the lower number in fall applications could be the drop in international students and the healthy job market.

   Program approvals.  The Board of Trustees at their December meeting approved all the graduate programs that were brought to it.  Some are live now, and others will be live fairly soon.  Ad campaigns for these new programs are up and running.

   Interdisciplinary PhD Program (INPR).  An INPR student who had been working with Amy Van Hecke graduated in December.

   MU personnel update.  Rick Holz, Dean of the College of Arts and Sciences, has announced his resignation and will be leaving in May or June, to take a provost position at the Colorado School of Mines.  An interim dean has not yet been announced.

   Accelerated Degree Program (ADP).  We’re up 12 ADP students from this time last year, and ADP applications for fall 2019 are going up.  The ADP coordinator left in this past fall, and we’ll be starting a search soon.  Mr. Wainscott is close to making agreements with Albion College, UW-Green Bay, UW-Stevens Point and Wisconsin Lutheran College.

   Humanities Tuition Pricing.  Dr. Woods is in the process of finalizing a proposal to reduce tuition in the humanities master’s programs.  This will be an experiment to see if it helps draw more students.

   PhD credits.  We’ve been continuing to work on a proposal to make a simpler system to give credits to PhD students whose stipends are being funded by external sources.  This new system may be rolled out by the end of the year.

B. Graduate School Associate Dean. - Carrianne Hayslett

   These Incubator programs have been recently approved:

   • MS in Criminal Justice Data Analytics
   • MS in Sports and Exercise Science
   • Master in Management
   • MS in Health Care Administration
C. Assessment Director, Office of the Provost. - Nick Curtis

Dr. Curtis introduced himself and explained his role and mission at the university as director of assessment. He is providing leadership and support to the Marquette community, including academic departments, the Marquette Core Curriculum and co-curricular units, in the assessment of student learning outcomes for the purpose of large-scale student learning improvement efforts. The office of assessment and the assessment committee look at the process of assessment to ensure that it’s done in a meaningful way and that the information will be useful.

Dr. Curtis asked for ideas on collaboration between the assessment committee and graduate studies. For example, the assessment committee could give ideas to UBGS on how to assess a new program to add to that new program’s proposal.

IV. Business.

A. Discussion: Review of the UBGS section in the University Academic Senate statutes. - Sharon Chubbuck

Points brought up during discussion included:

- To the list of UBGS responsibilities could be added: Discuss and provide input on marketing and recruitment strategies of graduate programs.
- The UBGS doesn’t make changes or expand existing graduate programs; it does make suggestions and give approvals.
- Since the charge of UBGS is to oversee the professional studies as well as graduate studies, it may be beneficial to change the name of UBGS to “University Board of Graduate and Professional Studies.”
- The quality of the review regarding graduate programs needs to improve.
  - There are not many faculty members on the program review council. Dr. Woods could ask that the review committee be expanded to include more faculty.
  - It would be helpful to get meaningful financials in these reviews, including the expenses of running a master’s program.
  - The review committee needs to take more seriously graduate program reviews, and UBGS would like to have some voice regarding the challenges, e.g. regarding whether or not to terminate a program.
  - The program review committee should inform UBGS of its findings, perhaps before it goes to the provost.
  - UBGS could be more proactive in reviewing and appraising the quality of graduate and professional programs, but without duplicating the work of the review committee.
  - Let’s retain the responsibility and the language in the UAS statutes regarding the reviewing of graduate and professional programs but look more closely operationally regarding what this responsibility means to UBGS, given the existing review committee.
  - We could ask to review the guidelines on program review and see if UBGS could provide some input.
- Under the paragraph on membership, we could change the wording from “faculty member (tenured preferred) that teaches in graduate programs...” to “...who teaches or administers a role in graduate programs...”

Dr. Chubbuck will send results of the discussion to the appropriate people and UBGS will revisit this topic for possible follow-up measures.
B. Action item: Policy language revision regarding the formation of dissertation committees to allow emeritus faculty to serve as dissertation committee members or co-chairs, but not as stand-alone chairs. - Carrianne Hayslett

This item is a follow up from suggestions made at the last UBGS meeting, for which Mr. Wainscott has created language. After discussion and a small revision to Mr. Wainscott’s suggested language, this text was voted on:

Emeriti faculty may be considered as Marquette or department committee members as specified by department guidelines. Emeriti faculty may be considered to serve in the role of co-chair or committee members as specified by department guidelines. At least one of the co-chairs must be a regular tenured or tenure track faculty member.

Motion: To approve with one change the proposed policy language revision regarding the formation of dissertation committees to allow emeritus faculty to serve as dissertation committee members or co-chairs, but not as stand-alone chairs.
Made by Scott D’Urso, seconded by Farrokh Nourzad. No further discussion.
Motion carried: unanimous - 10 in favor.

A. Discussion: Allowing ADPs for doctoral programs: PhDs and professional degrees. - Carl Wainscott

Given the shortness of time, this discussion was tabled to be brought up at February’s meeting.

C. Action item: Election of new UBGS vice chair. - Sharon Chubbuck

Dr. Chubbuck described the role and duties of the vice chair and explained that it would be for the remainder of the spring term. Though it makes sense to have the person in this role move into the chair position later, it is not required. Dr. D’Urso nominated himself. There were no further nominations.

Motion: To give the role of vice chair to Scott D’Urso.
Made by Farrokh Nourzad, seconded by Kim Halula. No further discussion.
Motion carried: unanimous - 10 in favor.

V. Adjourn. Dr. Chubbuck adjourned the meeting at 3:55 p.m.

Scheduled meetings for 2018-19 Academic Year

Thursdays, 2:30 - 4:00 p.m., in Raynor Library Lower Level, Conference Rm C.

Feb 14, 2019  |  Mar 7, 2019  |  Apr 4, 2019  |  May 2, 2019