University Board of Graduate Studies (UBGS)
March 5, 2020 – 2:30-4:00 p.m.
Raynor, Lower Level, Conference Room C

Minutes

Present: Jill Birren, Ed Blumenthal (chair), Jim Hoelzle, Norah Johnson, Sarah Kizuk, Michael O’Hear (secretary), Lars Olson (senate liaison), Jeff Starke (vice chair), Scott D’Urso

Present, non-voting: Carrieanne Hayslett, Lee Hovorka (note taker), Theresa Tobin, Carl Wainscott, Doug Woods

Not present: Dawei Liu (sabbatical sp 2020), Farrokh Nourzad, Paula Papanek, Carrie Pruhs, Peter Staudenmaier

I. Call to order.

II. Approval of minutes.
   A. January 16, 2020, minutes were approved electronically on February 14, 2020 by the majority of the Board.
   B. February 6, 2020, minutes for approval.
      Motion made and seconded to accept the minutes. A vote was taken with unanimous approval.

III. Reports.
   A. John Su, Vice Provost for Academic Affairs – Policy and model for children in classrooms.
      1. There is no clear policy allowing a student to bring a child to class. The faculty handbook states faculty members cannot bring a child to class. OGC has no guidance if a child is allowed in the classroom. The Provost’s Office is reaching out to the Committee on Teaching, UBUS, and UBGS for suggestions on creating a policy and for volunteers to serve on a committee to draft a policy.
      2. Several factors to weigh, we want to show Cura Personalis, also relevant is the other side which is the quality of the academic experience. Health considerations are also a factor.
      3. The question is should we leave this with the discretion of the faculty; or develop an official policy for students.
      4. Discussion: Law Risk management policies
         i. Nursing uses a call-in option.
         ii. Also need a policy for GS classes.
         iii. Zoom or facetime is an option nursing has used.
         iv. No way children could be in labs. but what about classrooms spaces?
         v. What about newborns? OGC says Title IV covers a space for the breastfeeding mother it does not require this space be in the classroom.
         vi. Strong default to instructor discretion.
         vii. Would there be any FERPA risks or confidentiality and HIPPA risks for students?
         viii. Is there a safety policy on campus and who is not covered?
         ix. Classroom cannot be a daycare option.
         x. From an economic value, are there resources available to allow day care for students? Not an option from the university views to become liable for children other than the university’s day care
         xi. Attendance policy is up to the faculty and should be determined/outlined in the syllabus. Faculty should put the guiding principles in their syllabus.
         xii. What is the scope of this problem? More problems in undergrad and with certain challenging situations.
xiii. Discussion mostly favored leaving the decision up to individual faculty, as no formal policy could anticipate all potential scenarios.

5. A call to anyone interested in serving the committee... Jeff Starke volunteered.

B. Doug Woods, Vice Provost for Graduate & Professional Studies & Dean of the Graduate School - Professional Student Task Force Update - The updated findings contained 19 recommendations, these were presented to President and Provost. Will share their response with the UBGS.

C. Doug Woods – Enrollment Update this spring is the highest since 2006. Fall enrollments look the best as well since 2006. Graduate School applications up 11%, admitted up 11% matriculations up as well. Overall, with the GS and GSM applications are up 10%, admitted up 10% and matriculations up 22%.

IV. Old Business.
Sharon Chubbuck, Associate Professor, Education Policy - Call back of EDPL-MA (Educational Policy and Leadership Master of Arts): Proposal to reverse newly approved specialization.

The specialization paperwork with theology was submitted prematurely. College decided it was not a good move for the department and would at some point reevaluate what would be best for both Education and Theology. 

**Motion** to rescind new specialization approval vote taken at the January 6, 2020 UBGS meeting. 9 approved, 0 opposed, 0 abstained.

V. New Business.
A. DIST-CER (Digital Storytelling certificate): Proposal to terminate certificate. – Kati Berg, Associate Professor, STCM Dept. Chair & Acting Associate Dean Graduate Studies & Research.

The certificate did not have enough students over the years. Curriculum requirements have been regularly waived because there have not been enough students to offer the classes specific for this certificate. This program has been on the books since 2008 and is not fiscally sustainable. No students are currently in the program and there are no financial implications.

**Motion:** Proposal to terminate certificate. Motion to terminate 9 in favor, 0 opposed, 0 abstained.

B. HCDA-MS (Health Care Data Analytics Master of Science): Proposal to terminate specialization of Data Science, which is being replaced by the ability for students to dually enroll in both the HCDA-MS and the DTSC-CER (Data Science certificate). – Aundrea Price, Health Care Data Analytics Program Director, Nursing

The Data science certificate was approved when Gainful Employment requirements prevented dual enrollment in both a certificate and a Master’s program, so this specialization was then a work around. In 2021 students can now be enrolled and admitted into both programs, so the specialization serves no purpose.

**Motion:** Proposal to terminate specialization of Data Science, which is being replaced by the ability for students to dually enroll in both the HCDA-MS and the DTSC-CER (Data Science certificate). Motion to terminate 9 in favor, 0 opposed, 0 abstained.

C. PUBS-MAP (Master of Arts in Public Service M.A.P.S.): Terminate specialization of Health Care Administration. – Ed presented on behalf of Sam Harshner, Adjunct Instructor, Political Science

This is one of two specializations in PUBS-MAP, and since the program moved into Political Science, the focus has been on the non-profit sector specialization. This focus will continue as the program transitions over to CURTO. No students are currently enrolled in the specialization,
and there are no financial implications of terminating it.

**Motion:** Proposal to terminate specialization of Health Care Administration. Motion to terminate 8 in favor, 0 opposed, 1 abstained.

D. **MLRN-CER** (Machine Learning for Engineering Applications certificate): Proposal to create new certificate. – Jeff Starke, Executive Director & Assistant Professor of Practice, Engineering
   a. The graduate certificate in machine learning is intended to develop the capabilities required to apply current tools and approaches to solve complex machine learning problems in a variety of application domains.
   b. The department will go back to COSC and obtain support letters for the course offerings being used in the COSC department.

The Proposal is to create a new certificate, because of a lack of supporting letters from COSC and PSYC, a motion was made to table for the April meeting.

**Motion:** was made and passed to table vote to create new certificate until the April meeting in order to gain course consent from other departments.

E. **RETI-CER** (Renewable Energy Technology and Integration certificate): Proposal to create new certificate.
The graduate certificate in Renewable Energy Technology and Integration is intended to develop the capabilities required to solve complex energy problems.

**Motion:** to create new certificate 7 in favor, 0 opposed, 2 abstained. (This needs University Academic Senate and Provost approval before action.)

F. **SYEN-CER** (Systems Engineering certificate): Proposal to create new certificate. Prior approval from Higher Learning Commission is required. – Jeff Starke
The graduate certificate in systems engineering is intended to develop the capabilities required to apply current tools and approaches to solve complex systems engineering programs in a variety of application domains.

**Motion:** Table vote until April meeting in order to gain course consent from COSC. 7 approved, 0 opposed, 2 abstain.

G. Carl Wainscott, Assistant Dean Graduate School

   Discussion regarding proposed research project:

   i. This topic seems like a market resource study as opposed to a dissertation, with the study focusing on a single university and explicitly stating that the results would be shared with the Athletics department. Recommendations from UBGS at the time of the concept paper were not incorporated into this proposal.
   ii. Carl Wainscott did email feedback on the concept paper, and Theresa Tobin also consulted with him.
   iii. He would not be able to continue with credits after this spring. If paused; he does have 8 weeks to address the committee’s suggestions/revisions.
   iv. Co-directors did not respond to any of Carl’s emails regarding the suggestions.
   v. The concern was raised that this step is the final opportunity for UBGS to weigh in and maintain standards for the Interdisciplinary PhD program.

   **Motion:** Move to approve proposal for degree-seeking status; 0 approved, 6 opposed, 1 abstain.

   b. Carly Kroll: concept paper for non-degree status.
Student has done due diligence to this project.

**Motion**: Move to approve proposal for non-degree status. 5 approved, 0 opposed, 2 abstain.

VI. **Adjourn.**

**Motion to adjourn at 4:00 pm**: Motion passed unanimously

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**Scheduled meetings for 2019-20 Academic Year**

Thursdays, 2:30 - 4:00 pm. Meetings will be held in Raynor Library Lower Level, Conf Rm C.

| Apr 2, 2020 |
| May 7, 2020 |