

THE UNIVERSITY OF WISCONSIN-MILWAUKEE

GRADUATE FACULTY COMMITTEE

Minutes

Monday, February 25, 2013, 3:00 p.m.

Union E 280

I. CALL TO ORDER

GFC Chair Michael Brondino called the meeting to order at 3:10 p.m.

II. ROLL CALL

Members Present:

Michael Brondino, Chair, Anoop Dhingra, Maria Gajdardziska-Josifovska (*ex officio*), Laretta Henderson, Jerry Kaster, Kathleen Koch (*ex officio*), Christine Larson, Michael Liston (*ex officio*), Edward Mabry, Devendra Misra, Karen Morin, Jeff Neuhauser, Anthony Ross, Regina Smith, Kristene Surerus, Carrie Truebenbach, Luc Vanier, David Yu (*ex officio*)

Members Absent:

Sukanya Banerjee, Jacob Glicklich, Donald Hanlon, Maria del Pilar Melgarejo-Acosta, Aaron Schutz, Mark Schwartz, Valeriy Sibilkov, Virginia Stoffel, Peter Tonellato, Jon Welstead, Doug Woods (*ex officio*), Shangping Xu,

Guests:

Sarah Freeman, Dawn Koerten, Lubar School of Business; David Combs, Shane Dunlap, Erin Fox, Sue Krueger Graduate School, Josh Ebert, Homer Hruby, Danny Harrey, College of Letters & Science IT Office, Mark Harris, Special Assistant to the Chancellor for Research

III. ANNOUNCEMENTS

Kathleen Koch asked for volunteers to observe the selection meeting for the Research Growth Initiative (RGI) awards. The volunteers should be from the membership of the GFC and/or the Research Policy Committees who also have not submitted RGI proposals this year. Once the date and time for the RGI award selection meeting is set, observers will be invited from the pool of volunteers. If interested, committee members should send an e-mail to kjk@uwm.edu.

IV. AUTOMATIC CONSENT

1. Minutes of the Regular Graduate Faculty Council Meeting of January 28, 2013 were approved as distributed.
2. (GFC 910) Recommendation of the and the Faculty of the School of Business Administration for Transcript Designated Concentrations Within the Master of Science in Management Degree Program

1. Minutes of the Regular Graduate Faculty Council Meeting of January 28, 2013 were approved as distributed.
3. (GFC 1256) Recommendation of College of Letters and Science Academic Policies and Curriculum Committee and the Faculty of the Department of Linguistics for Changes to the Requirements for the Doctor of Philosophy in Linguistics
4. (GFC 1257) Recommendation of the Subcommittee on Graduate Course and Curriculum, College of Letters and Science Graduate Program Committee, and the Advisory Committee for Liberal Studies for Changes to the Requirements of the Master of Liberal Studies Degree Program.
5. (GFC 1258) Recommendation of the Subcommittee on Graduate Course and Curriculum and the Faculty of the Sheldon B. Lubar School of Business for Changes to Requirements of the Master of Business Administration Degree Program and the Master of Science/Master of Business Administration Coordinated Degree Program.

GFC Documents 910 Rev. February 25, 2013, 1256, 1257 and 1258 were approved as distributed.

V. SPECIAL ORDER OF BUSINESS

Election of GFC Chair for 2013-2014

Karen Morin made the motion to nominate Kristene Surerus for GFC Chair for 2013-2014. There were no other nominations. The motion passed unanimously.

VI. REPORTS

1. Report from the Interim Dean of the Graduate School
Interim Dean David Yu reported the following:
The Provost asked the Graduate School to work with the Center for International Education to expand international recruiting efforts. The Graduate School has reached out to graduate faculty to participate in brainstorming sessions for recruitment ideas for different regions/countries. These sessions draw upon the international UWM faculty and staff who have first-hand knowledge of how best to develop recruiting efforts in their native countries. The first brainstorming session included participation of the faculty and staff from Brazil with others to follow with staff and faculty from India, Taiwan, Korea, Russia, China, Middle East and so forth. The goal of these meetings is to develop concrete ideas and move forward with the recruiting. Once funding has been secured, the faculty/staff could implement these recruiting efforts.

2. Updates from GFC Subcommittee Chairs

Subcommittee on Graduate Program Reviews (GRC) Report

Kristene Surerus reported the following:

This year there are five full program reviews. Of those, there are two self-study reports in process that use their accreditation reports, one review is in preparation, and two will have the site visits completed by the end of this week. There are eight certificate reviews. Two of the certificate directors have submitted self-study reports, three are preparing materials and the GRC is having difficulty getting responses from 2 certificate programs.

Subcommittee on Graduate Course and Curriculum (GCC) Report

Luc Vanier reported the following:

The checklist to review each course was recently revised. Additionally, improvements have been made to the course and curriculum review process. For example, the deadline for submitting course proposals to the committee for review has been moved up to 3 weeks ahead of the meeting. This enables the Graduate School staff to preview syllabi, making sure that the required items are present prior to full committee review. This revision streamlines the process and enables the committee to focus on more substantive evaluation.

Subcommittee on Graduate Fellowships Report

Michael Brondino received an e-mail from Ginny Stoffel indicating that the reviews from the awards committee are moving along just fine. She will report on the progress at the next meeting.

3. Update on Software for Letters of Recommendation – Erin Fox, Director of Graduate Education; Shane Dunlap, Director of Information Technology & Analysis, Graduate School

A survey was distributed to the Grad Reps in August and the survey findings are currently being reviewed to develop an implementation plan. The survey feedback indicated that the Letters of Recommendation are one piece in the overall application process, Further discussion will be needed to consider whether the project should be broken into pieces, such as the Letters of Recommendation, or addressed as a whole.

Off-the-shelf software is being reviewed and evaluated by the Graduate School staff: *ApplyYourself*, *ApplyWeb* and *Interfolio*. The Graduate School is very interested in feedback from people who have had experience with these and other software packages. For instance, the English Department is working with Interfolio on a pilot project and is working to adapt software for their application. The feedback from the English Department is encouraging but it is very early in the pilot. Comments and feedback can be sent to foxe@uwm.edu.

If a software package is selected, a Request for Information will be initiated followed by a Request for Proposal. The Graduate School has added a Web Developer to its IT staff to assist in this effort to integrate these components into other UWM systems.

Additionally, the Graduate School has contacted the College of Letters & Science's IT staff regarding collaboration with them in developing this project. It was also suggested that the Graduate school contact Jacques du Plessis regarding his experience in bringing PantherLink and other software packages to UWM.

3. Chair's Report

Michael Brondino yielded to Associate Dean Maria Gajdardziska-Josifovska to provide an overview of Strategic Planning in the Graduate School.

In Spring 2011, Mark Harris led a semester long exercise in Strategic Planning for Research. Out of these efforts, and feedback from graduate faculty and staff, arose a new initiative for Academic Year Planning for the Graduate School. In Fall 2011, each unit of the Graduate School participated in strategic planning and identified new initiatives in ranked order. The top three initiatives were selected for the academic year and their progress toward completion was tracked. In 2012, the planning was shifted to a calendar year schedule to align with annual performance reviews.

An overview of the 2013 Strategic Plan for Unit Special Projects was distributed to committee members. The full copy of the detailed project list will be sent to Michael Brondino for distribution to the committee. The Graduate School is also creating an overall academic plan for the organization focusing on support for program development and for students. While the development of the plan is ongoing, it is anticipated that there will be some revisions once the Graduate School reorganization is finalized.

Mark Harris was charged by the Provost to convene a group to go into Phase II of the Strategic Planning for Research. A draft plan was developed and recently sent to the Provost for review. An overview of this plan will be presented at a future GFC meeting.

VII. GENERAL DISCUSSION

Residency Requirement: Michael Liston provided the committee with a summary of residency requirements from Universities selected as potential models for the recent study to reorganize the Graduate School. ? Questions and comments from the discussion included:

- There was a great variance in residency policies between similar universities.
- What is the purpose of the residency requirement?
- How do residency requirements co-exist in the age of online/hybrid classes, joint graduate degree programs between universities, etc.? This is the right time for the GFC Committee to address this issue.
- Should the residency requirement allow for flexibility among colleges?
- Should the residency requirement be considered separately or as a part of an overall Ph.D. policy review?

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The GFC will convene a working group to study the residency requirement issue. Karen Morin, Ed Mabry, and Jerry Kaster volunteered to serve on this working group.

Next Meeting: March 25, 2013