

University of Wisconsin-Milwaukee
Graduate Faculty Committee (GFC)

Monday, May 9, 2016
3:00 p.m. – 4:30 p.m.
Union 240

DRAFT MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 3:05 p.m. by Craig Guilbault, Chair.

II. ROLL CALL

Present:

(Committee Members):

David Allen, Abigail Amissah-Arthur, Barbara Bales (*Secretary*), Martha Carlin, Sarah Davies Cordova, Seyed Hosseini, Craig Guilbault (*Chair*), Peninnah Kako, Laura Otto-Salaj, Hamid Ouali, Timothy Patrick, Jason Puskar, Richard Smiraglia, Gregory Thomson, Jon Welstead, Erin Winkler, Jane Witten, Cheng Zheng

(Non-Committee Members):

Erin Fox (*Ex Officio*), Marija Gajdardziska-Josifovska (*Ex Officio*), Tracey Heatherington (*Ex Officio*), Tiffany Nation

Absent:

Vicky Everson, Hemant Jain, Jenny Kehl, Diane Schadewald, Aaron Schutz (*Vice Chair*), Nicole Steppig, Habib Tabatabai, James Vining

Guest:

John Boyland, Mike Darnell, Kyle Ebersole, Laretta Henderson, Margaret Kipp, Kathleen Koch, Bryce Lord, Kathy Miller-Dillon, Laura Pedrick, Kyle Swanson, Brian Troyer, Dev Venugopalan

III. ELECT CHAIR FOR 2016 - 17

Craig Guilbault directed the committee to the first agenda item of electing a 2016 – 2017 Chair. He asked the committee for nominations. Timothy Patrick nominated Craig Guilbault. Craig Guilbault asked if there were any other nominations and there were none. He informed the committee that he is willing to stand as Chair.

Motioned, seconded, and passed unanimously.

IV. AUTOMATIC CONSENT

There were 2 additional items Certificates in Administrative Leadership and Enterprise Resource Planning submitted to the agenda under Automatic Consent per Barbara Bales's request per certificates being approved at the 9:00 a.m. GPR meeting.

The following meeting minutes and agenda items under automatic consent were motioned, seconded, and were approved as distributed with no changes and passed unanimously.

A. Minutes of the Graduate Faculty Committee Meeting of March 21, 2016

B. Program Changes:

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|---|-------------------|
| 1. Master of Arts in Language, Literature, and Translation | GFC Doc. No. 1400 |
| 2. Master of Public Health | GFC Doc. No.1401 |
| 3. Doctor of Philosophy in Urban Education | GFC Doc. No. 1403 |
| 4. Master of Healthcare Administration | GFC Doc. No. 1412 |
| 5. Master of Science in Healthcare Informatics | GFC Doc. No. 1413 |
| 6. Master of Arts in English | GFC Doc. No. 1414 |
| 7. Master of Science in Nonprofit Management and Leadership | GFC Doc. No. 1415 |
| 8. Graduate Certificate in Nonprofit Management | GFC Doc. No. 1416 |

C. Modified Programs:

1. MS in Athletic Training (MS-AT) GFC Doc. No. 1372
2. Integrated BA Political Science/Master of Public Administration GFC Doc. No. 1404

D. Curricular Area Codes

- *Computer Studies (COMPST)*
Will serve programs such as School of Information Studies' new MS-IST program and will house courses that are computer related but not strictly computer science.
- *English for Academic Purposes (EAP)*
Will include all the present for-credit classes in the current ESL curricular area
- *Master of Sustainable Peacebuilding (MSP)*
Transfer ownership of curricular area and courses currently approved under curricular area to College of Nursing
- *Physical Rehabilitation and Performance Psychology (PRPP)*
Will encompass courses delivered in the following programs: MS Athletic Training, Doctor of Physical Therapy Program, and any new programs that may emerge from the department

E. Graduate Program Review Reports

1. Masters in Human Resources & Labor Relations GFC Doc No.1408
2. Certificate in Archives & Records Administration GFC Doc No.1409
3. Certificate in Administrative Leadership GFC Doc No. 1411
4. Certificate in Enterprise Resource Planning GFC Doc No. 1410

V. NEW BUSINESS

1. Certificate of Advanced Study in Teaching and Learning GFC Doc. No. 1402
Barbara Bales informed the committee that this was an addition to the existing certificate. This addition was the Mathematic component.

Motioned, seconded, and approved as distributed with no changes and passed unanimously.

2. Masters of Science in Information Science and Technology GFC Doc. No. 1405
Approved and with the completion of requested revisions below:

1. Rough phrasing and typos in the document
Requested that the rough phrasing and typos be corrected in the entire document. Please note that Laretta Henderson had stated that she had already taken care of this.
2. Language of the decision for no need for outside accreditation
Requested that the language on the decision for no outside accreditation be made clearer and explained thoroughly in the document as to how this decision came about.
3. 2nd paragraph of the introduction concerning "I Schools"
Requested that detailed language be added explaining "I Schools".

3. Procedures for Qualitative Reviews of Graduate Programs GFC Doc. No. 951
Barbara Bales informed the committee that external reviewers have asked for scoring of programs and she explained that the 5 scoring categories had been revised

- A. Continuance without Conditions
External reviewers give recommendations to the program and the program is allowed continued operations with a review in 10 years.

- B. Continuance with Consideration

External reviewers expressed minor concerns about the program but these minor concerns are easily addressed.

- C. Continuation with Show Cause
Program did not meet external reviewer's expectations, the program is required to submit an action plan to the unit Dean showing cause to continue, and will be reviewed in 5 years unless the unit Dean certifies progress.
- D. Provisional Status
Critical issues were found by the external reviewers and the program is asked to suspend admissions for 1–2 years. Extended internal review to decide the future of the program.
- E. Discontinuance
The program is discontinued.

The committee discussed the categories. It was discussed that programs that fall under categories A-B be placed under automatic consent on the GFC agenda. It was also discussed that under Section 9 C. GFC Actions that the language be changed to include Continuation with Show Cause be added to the wording in the first paragraph.

Motioned, seconded, and approved with friendly amendments and passed unanimously.

- 4. Policies & Procedures for Development, Structure, & Administration of Graduate Certificate Programs GFC Doc. No. 1357
Mike Darnell informed the committee that the policy was revised to address the issue of double counting. Jason Puskar also informed the committee of the revisions that were made to the policy in detail and he will also be working on additional amendments.

Motioned, second, and approved with amendment only and passed unanimously.

- 5. Draft Statement (University Relations) Marketing
Craig Guilbault informed the committee that Barbara Bales had requested to add the Draft Statement (University Relations) Marketing to the agenda under New Business. The draft statement had been discussed at the last GPR meeting.

Barbara Bales explained that the faculty are under pressure to market and that the GPR had asked her to draft a statement to University Relations regarding marketing issues.

Motioned, seconded, and approved with friendly changes and passed unanimously.

VI. SPECIAL ORDER OF BUSINESS

The Graduate Faculty Committee recommends to the Board of Regents for the respective graduate degrees those students whose names are submitted by the Dean of the Graduate School as having completed degree requirements by the end of the Spring Term and Summer 2015-16.

Approved and with the completion of requested revisions below:

- 1. Revise the wording of "Spring Term" to "Spring and Summer Term".

VII. ENGLISH PROFICIENCY POLICY

Motioned, seconded, and approved as distributed with no changes and passed unanimously.

VIII. SEM PLAN

A presentation on the SEM Plan was given by Brian Troyer, Laura Pedrick, and Kyle Swanson. They discussed the enrollment mix that will make UWM financially sustainable, the SEM Plan components, function teams, and modeling/financial communication.

IX. REPORTS

Craig Guilbault asked that if there were any report information that it be emailed to his attention. There were no reports verbally given.

X. OTHER BUSINESS

There was no other business.

XI. ADJOURNMENT

The meeting adjourned at 4:46 p.m.

DRAFT