

University of Wisconsin-Milwaukee
Graduate Faculty Committee (GFC)

Monday, January 25, 2016

3:00 p.m. – 4:30 p.m.

Union 280

MEETING MINUTES

I. Call to Order

The meeting was called to order at 3:06 p.m. by Craig Guilbault, Chair

II. Roll Call

Present:

(Committee Members): David Allen, Abigail Amissah-Arthur, Barbara Bales
(*Secretary*), Martha Carlin, Erin Fox, Craig Guilbault (*Chair*),
Seyed Hosseini, Laura Otto-Salaj, Hamid Ouali, Jason Puskar,
Aaron Schutz (*Vice Chair*), Richard Smiraglia, James Vining,
Jon Welstead, Erin Winkler, Jane Witten, Cheng Zheng

(Non-Committee Members): Vicky Everson, Marija Gajdardziska-Josifovska (*Ex Officio*),
Tiffany Nation

Absent: Sarah Davies Cordova, Tracey Heatherington (*Ex Officio*),
Hemant Jain, Peninnah Kako, Jenny Kehl, Timothy Patrick,
Diane Schadewald, Nicole Steppig, Habibollah Tabatabai,
Gregory Thomson

Guest: Mike Darnell, Assistant Dean, College of Letters & Science

III. Announcements

Craig Guilbault asked Vicky Everson to make the announcement of a new team member Tiffany Nation that joined her team in the Strategic Initiatives and Governance division of the Office of Dean in the Graduate School. Vicky Everson introduced Tiffany Nation to the committee and explained that she will be taking notes at the GFC committee meetings and she explained the various other duties that she will be responsible for. Craig Guilbault welcomed Tiffany Nation to the GFC committee.

Craig Guilbault asked if there were any other announcements. There was no response. He directed the committee to the next agenda item of approving meeting minutes and automatic consents from the December 21, 2015 meeting.

IV. Automatic Consents

The following meeting minutes and agenda items under automatic consent were motioned, seconded and were approved as distributed and passed unanimously.

A. [Minutes](#) of the Graduate Faculty Committee Meeting of December 21, 2015

B. Program Changes

	GFC Doc. No.
1. MS in Educational Psychology	1391
2. PhD in Educational Psychology (School Psych Concentration)	1392
3. Graduate Certificate in Mathematics Teacher Leadership	1393
4. Graduate Certificate in Professional Writing and Communication	1394

C. Graduate Program Review Reports

	GFC Doc. No.
1. Biomedical Sciences MS Program Review Report	1395
2. Spanish MA Program Review Report	1396
3. Environmental Health Sciences PhD Program Review Report	1397

V. **Committee Discussion Only: Graduate Student Advisor Policy**

Craig Guilbault opened the floor to the committee to discuss the current graduate student advisor policy. He gave a summary of the background on the policy for advisors for the graduate students. He explained that retirees and resigned faculty could continue to advise students and serve as members on UWM graduate student committees for 1 year after retirement or resigning.

Aaron Schutz voiced his concerns that the administration leadership division of his department has diminished and due to retirements there are no advisors. He expressed that faculty is willing to pick up students to advise to assist with this concern and issue. He proposed for a way to relax requirements or for all PhD programs to request relaxed rules to be amended to the current policy.

Richard Smiraglia suggested instead of making changes to the current policy that the committee could possibly take requests for relaxed requirements on a case by case basis.

Martha Carlin suggested comparing policies of peer institutions and within the UW System to our current policy. She suggested to the committee that they should review the link to the relative policies of approval procedures in GFC Doc.

1173 <https://pantherfile.uwm.edu/groups/gradschool/Governance/graduate-faculty-committee/January-25-GFC-Meeting/1173-Grad-Faculty-Apprvl-Procedures.pdf>.

Barbara Bales agreed with Richard Smiraglia in that this issue should be handled on a case by case basis.

Marija Gajdardziska-Josifovska suggested to the committee at the present time the committee should proceed on a case by case basis. She also explained the emeritus status and how the definition of the emeritus status vary from department to department.

Marija Gajdardziska informed the committee that if they would like to take immediate action, a committee vote should be taken on this issue. The next step would be to request an acceptance from an executive committee of the department. After acceptance from the department's executive committee has been granted the next step would be to acquire acceptance from the Graduate School.

Craig Guilbault called for an action item request from Vicky Everson and Tiffany Nation. He requested the gathering of graduate student advisor policy information from peer institutions and within the UW System.

After the gathering of the graduate student advisor policies, he requested an action item of the committee members to review the gathered policies and prepare a proposal. After completing the proposal, he requested that the committee members email the proposal to his and Vicky Everson's attention.

Aaron Schutz offered to chair a subcommittee if necessary.

With no objections, Craig Guilbault directed the committee to the next agenda item of PhD Residency.

VI. PhD Residency

Craig Guilbault explained to the committee that there was a proposal to allow summer sessions to count during the 8 – 12 week summer session for PhD residencies.

Barbara Bales made a motion to change the wording in the policy from “**excluding**” to “**include**” summer sessions. David Allen seconded this motion.

Erin Winkler informed the committee that she had reviewed the minutes from the January 2015 meeting and found that it was a committee discussion of eliminating the PhD residency however there was no record of a motion or a vote in the meeting minutes.

Due to lack of clarity of the committee’s decision and discussion at the January 2015, Craig Guilbault suggested to the committee that the first step with this issue was to change the wording in the policy from “**excluding**” to “**include**” summer sessions for the PhD residency. There was no response or objection from the committee. He called for a vote to allow summer of continuous. All in favor, “Y”. The vote was passed unanimously.

VII. TA Stipend Rates

Marija Gajdardziska-Josifovska discussed in detail the previous work completed in preparing the TA stipend rates. In preparation, October and March’s payroll information was allowed to be accessed. With this access, calculations were able to cover a 9 month time span. She informed the committee that this year the Deans decided to cut the offers made and with these new adjustments it was possible to give raises to TAs. She also discussed graduate TA rates. She stated that they were able to maintain fall funding. The chancellors awards were allocated as is and the research excellence awards were saved from cuts.

Craig Guilbault informed the committee that there was an 8% increase in the stipend of \$692,000 and that this was Phrase 1. Phrase 2 is that the current chancellors awards to do another round of increases. These funds are already being used and that a more careful decision is needed concerning Phrase 2.

VIII. Reports

A. Report from the Deans of the Graduate School (See [supporting documents](#))

Marija Gajdardziska-Josifovska presented the following reports to the committee:

- 12 fellowship awards this year
- November tuition 2.5% increase will proceed
- New program “Master Health Care” with online pricing
- Final proposal due to UW Systems next week
- Strategic Enrollment Actions deadline is February 1, 2016

Erin Fox and Marija Gajdardziska-Josifovska are working on the data process. Erin Fox gave a brief summary on the progress. Tracy Heatherington and Andrew Patten are working on the recruitment process.

B. Chair's Report

Craig Guilbault gave the committee a summary of the CCOET's (Organizational Efficiency Task Force) objectives and progress. He informed the committee that CCOET was proposing two extreme solutions for approaching solutions due to budget cuts. Wednesday of this week will be the final meeting and then it goes to the Chancellor's Office.

C. GFC Representatives on Other Standing Committees

1. Physical Environment Committee

Craig Guilbault informed the committee that there would not be a report on the Physical Environment Committee due to Habibollah Tabatabai absence.

2. Academic Planning and Budget Committee

No report given.

3. Academic Policy Committee

No report given.

4. Research Policy and Advisory Committee

Jane Witten reported that an evaluation was in progress and issues are still being discussed.

5. Graduate Assistant Appeals Panel

No report given.

IX. Other Business

Erin Fox informed the committee that the English proficiency policy needs approval from the Office of the Provost immediately. She discussed and gave background of the issues of getting this policy approved by the Office of the Provost.

Motion was made to extend by five minutes. Motion was seconded and approved to extend clock by five minutes.

The committee discussed the policy approval process. Discussion questioned if this policy approval process was efficient or if the correct policy approval process was being followed. It was suggested that the function of the committee's policy approval process be re-written.

Craig Guilbault informed the committee that he would approach the Provost concerning this issue on behalf of the Graduate Faculty Committee (GFC).

Motion was made to extend by five minutes. Motion was seconded and approved to extend clock by five minutes.

There was further committee discussion concerning the approval process of policies.

X. Adjourn

The meeting adjourned at 4:40 p.m.