

The University of Wisconsin-Milwaukee
Graduate Faculty Committee
Minutes

Monday, November 17, 2014, 3:00 p.m.

Union 280

I. CALL TO ORDER

Kristene Surerus called the meeting to order at 3:05 p.m.

II. ROLL CALL

Members Present

Behnam Azimi, Barbara Bales, Sukanya Banerjee, Ann Cook, Sarah Davies Cordova, Marija Gajdardziska-Josifovska (ex officio), Craig Guilbault, Laretta Henderson, Jerry Kaster, Gabriel Rei-Doval, Aaron Schutz, Mark Schwartz, Kristene Surerus, Chair,

Members Absent

Mary Jo Baisch, Miren Boehm, Naira Campbell-Kyureghyan, Elizabeth Coppola, Seyed Hosseini, Hemant Jain, Laura Otto-Salaj, Hamid Ouali, Patricia Richards, Mark Srite, Greg Thomson, Jon Welstead, Kathryn Zalewski

Guests

Pat Hayes, Kathleen Koch and Cindy Marifke, Graduate School

III. ANNOUNCEMENTS

There were no announcements.

IV. FOR INFORMATION ONLY

1. Preauthorization for an Online and Face-to-Face Doctor of Occupational Therapy degree program
2. Department-like-body name change from Women's Studies to Women's and Gender Studies

Committee members received the notices.

V. REPORTS

1. Report from the Dean of the Graduate School

Marija Gajdardziska-Josifovska reported on the Graduate School staff meeting that was held on November 14, 2014 to discuss the reorganization of the Graduate School. She gave a summary hand-out to the GFC members.

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Phase I of the Graduate School Reorganization included the creation of the Graduate School Dean's Office and the recruitment of the dean (Marija Gajdardziska-Josifovska). This was put into effect during 2013-2014. The Dean's Office was combined with Graduate Education to form the Graduate School. The Vice Provost for Research was combined with the Office of Sponsored Programs to form the Office of Research. Human Resources and Budget, the Information Technology and Analysis group, and SIRES (Strategic Initiatives in Research, Education and Scholarship) support both the Dean's Office and the Office of Research.

Phase II of the Graduate School Reorganization is currently underway. A Senior Development Specialist was recently hired and the new Associate Dean will be announced soon. SIRES is being separated into two groups: 1) SIGS - Strategic Initiatives of Graduate School- which will include Governance, Academic Programs, Intramural Funding and Special Projects and 2) SIRS – Strategic Initiatives for Research and Scholarship.

Phase III of the Graduate School Reorganization will occur in 2015-2016 with building a Retention sub-unit (will start in SIGS and move to GE) and solving the salary structural deficit of \$250,000. The salary structural deficit was inherited and has been mitigated this year by using carry forward funds. Retaining application fees, which will be possible with the new on-line Graduate School application system, will help to offset the deficit. Once it is in effect, the Graduate School will actually receive the application fees.

Marija Gajdardziska-Josifovska listed the ways the Graduate School is working towards its mission goal number 5 – Establish graduate advocacy, development, marketing and alumni relations: "Graduate School on the Road" is restarting, Mitchell Hall is receiving new signage, radio advertisements have been aired, the McNair Conference was a big success, and the Graduate School Open House on November 20, 2014 already has 400 registrants.

A handout on the cost of GRE contact information was given to GFC members. A majority of programs that requested GRE contact information for recruitment purposes were allocated funding based on an estimated 15% annual enrollment increase. Newer programs (Freshwater Sciences and Public Health) were allocated funding for a 45% annual enrollment increase.

Laretta Henderson asked if the Graduate School is going to be able to process the anticipated increase in applications. Marija Gajdardziska-Josifovska replied that one of the student workers in the Graduate School was converted to a 100% LTE position to help with the applications. Graduate School personnel have also been cross-trained, so they can assist with the additional workload, as internal program deadlines vary.

Laretta Henderson asked how long it takes the Graduate School to process an application. Marija Gajdardziska-Josifovska answered it takes four to six weeks. Laretta Henderson replied

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that is a long time and we may lose some students. Marija Gajdardziska-Josifovska said the Graduate School currently prioritizes application processing based on program application deadlines. The new online application system will be operating next year and should decrease the processing time.

Barbara Bales asked how Teaching Assistants, Project Assistants, Program Assistants, Research Assistants and tuition remissions will be distributed across campus. Marija Gajdardziska-Josifovska replied the next budget model has not been determined.

Barbara Bales questioned how we can compete with other schools if we spend \$35,000 for GRE names but we can't offer assistantships. Marija Gajdardziska-Josifovska answered that only 25% of our applicants are expecting an assistantship/fellowship. The other 75% of our applicants are self-funded.

2. Chair's Report

Kristene Surerus reported the following:

- The Certificate Working Group is continuing its revision of certificate policy.
- Representatives from the College of Letters & Science will be meeting with the Graduate School to discuss transcripts.
- Kathleen Koch is working on updated grading policies to include posting of S/U grades on official transcripts.
- The Academic Program and Budget Committee has had some discussion about the new budget model, but there is nothing definite yet.

VI. **AUTOMATIC CONSENT**

The following items were approved as distributed.

Minutes of the Graduate Faculty Council Meeting of October 20, 2014.

GFC Documents

1. Program Change – Doctor of Philosophy in Urban Education: Math Education Specialization, #1335
2. Certificate Review – Professional Writing and Communication, #1336

VII. **NEW BUSINESS**

1. Approval of Curricular Area Change – Korean
Proposal to move Korean from Linguistics to Foreign Language and Literature. Sarah Davies Cordova moved to approve. Barbara Bales seconded. Passed unanimously.

2. Approval of Curricular Area Change – Food Studies
Proposal to change name to Food and Beverage Studies.
Sarah Davies Cordova moved to approve. Barbara Bales seconded. Passed unanimously.

VIII. GENERAL DISCUSSION

1. Preliminary Discussion – Definition of “Good Standing”

Kristene Surerus stated the GFC documents do not include a definition of “Good Standing.” Should Good Standing just include a GPA of 3.0, or the GPA with S/U grades, and/or academic misconduct?

Sukanya Banerjee replied the number of incompletes should be included. Barbara Bales said good standing should include a pattern of enrollment. For example, is a student in good standing if she isn’t enrolled for four years?

Pat Hayes said the Graduate School considers Good Standing as a GPA of 3.0 overall or better, but it isn’t defined anywhere and approved by governance. Students whose GPA is below 3.0 need to petition to enroll, which also requires support of their program. These students could also be dismissed from the graduate program. Students are given an academic warning if they receive a B- or below (even if their overall GPA is at least 3.00).

Jerry Kaster said a student’s GPA is a main component of good standing, but financial obligations to UWM and academic misconduct should be considered. Pat Hayes replied that a student’s degree is posted if he has financial obligations to UWM, but he can’t prove the degree was earned (receive an official transcript).

Ann Cook stated a student shouldn’t be able to enroll or continue if he has incompletes. This should be included in the definition of good standing.

Aaron Schutz said the definition of good standing should just include the GPA of 3.0. If a student has academic misconduct, he will have to deal with the consequences. For example, if a student plagiarized a paper, he wouldn’t receive a grade or else he would receive a low grade. The student could appeal, but if his overall GPA is still over a 3.0 with the low grade, he could still continue or graduate. If his overall GPA would fall below a 3.0 with the low grade, he couldn’t continue or graduate. Pat Hayes replied that the department could dismiss the student for academic misconduct.

Kristene Surerus asked if the GFC cares if a student received more grades of "U" than "S" on the thesis/dissertation. Members replied that the department would eventually have to sign off on the thesis.

Aaron Schutz moved that the definition of good standing for graduate students is "a minimum overall 3.0 GPA and meeting any other standards set by the academic program." This was moved and approved. It will be written into the Admissions and Continuation policy.

2. Discussion – Dissertation Committee Size

The committee reviewed results of a survey of other institutions with respect to dissertation committee composition. The programs surveyed had three, four or five committee members, with four being the most common.

Aaron Schutz said four dissertation committee members are sufficient. A tie vote would result in failure. Individual programs could require five members.

Pat Hayes verified that one of the four dissertation committee members could be from outside UWM.

Kathleen Koch asked if four members should also be the minimum for professional doctoral programs (e.g. DNP, DPT). There was consensus that the minimum committee size of four would only apply to PhD programs. The number of committee members for other **types of** doctoral programs would stay as approved in their program planning documents.

3. Preliminary Discussion – Definition of PhD Residency

This item was tabled to the next meeting.

IX. ADJOURNMENT

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The meeting adjourned at 4:28 p.m.

Respectfully submitted,

Cindy Marifke, Graduate School