

THE UNIVERSITY OF WISCONSIN-MILWAUKEE

GRADUATE FACULTY COMMITTEE

Minutes

Monday, September 16, 2013, 3:00 p.m.

Union E 280

I. CALL TO ORDER

GFC Chair Kristine Surerus called the meeting to order at 3:10 p.m.

II. ROLL CALL

Members Present: Barbara Bales, Sukanya Banerjee, Michael Brondino, Naira Campbell-Kyureghyan, Anoop Dhingra, Maria Gajdardziska-Josifovska, (*ex officio*), Craig Guilbault, Jerry Kaster, Kathleen Koch (*ex officio*), Christine Larson, Sarah Morgan, Patricia Richards, Gabriel Rei-Doval, Mike Schadewald, Brian Schermer, Mark Schwartz, Amanda Seligman, Regina Smith, , Kristene Surerus, Jon Welstead, David Yu (*ex officio*)

Members Absent: Anthony Azenabor, Laretta Henderson, Rebecca Holderness, Karen Morin, Jeffrey Sommers, Mark Srite, Peter Tonellato

Guests: Vyara Zlatkova and Eric Herhuth, Graduate Students; Erin Fox, Pat Hayes, Jenna Janza, Susan Krueger, Graduate School; Ethan Munson, Engineering; Sarah Davies Cordova, French, Italian and Comparative Literature.

III. ANNOUNCEMENTS

There were no announcements

IV. WELCOME AND INTRODUCTIONS

V. FOR INFORMATION ONLY

A change was requested to the Attendance for GFC 2012-13 document that was distributed to the committee members in which Amanda Seligman's attendance record be updated to reflect that she had been on sabbatical during the spring semester only.

VI. SPECIAL ORDER OF BUSINESS

Christine Larson was elected Secretary of the Graduate Faculty Committee. Karen Morin will serve as Vice-Chair of the Graduate Faculty Committee.

VII. AUTOMATIC CONSENT

1. Minutes of the Regular Graduate Faculty Council Meeting of May 13, 2013 were approved as distributed.
2. (GFC Document 1276) Program Review-Graduate Programs in Lubar School of Business
3. (GFC DOCUMENT 1277) Certificate Review- Museum Studies
4. (GFC DOCUMENT 1278) Certificate Review-Geographic Information Studies
5. (GFC DOCUMENT 1279) Certificate Review-International Technical Communication
6. (GFC DOCUMENT 1280) Program Change -MA in Economics
7. (GFC DOCUMENT 1281) Establish a Certificate in Advanced Computational Imaging
8. (GFC DOCUMENT 1282) Establish a Certificate in Autism Spectrum Disorder
9. (GFC DOCUMENT 1283) Annual Report for the Subcommittee on Graduate Course and Curriculum, 2012-2013
10. (GFC DOCUMENT 1284) Annual Report for the Subcommittee on Graduate Program Review, 2012-2013
11. (GFC DOCUMENT 1285) Program Change – MS in Engineering

GFC Documents 1276, 1277, 1278, 1279, 1280, 1281, 1282 and 1285 were approved as distributed.
GFC Documents 1283 and 1284 were accepted as distributed.

VIII. NEW BUSINESS

1. Program to program Articulation Agreement between UWM School of Freshwater Sciences and Carroll University

A motion was made by Michael Brondino to approve the articulation agreement. Jon Welstead seconded the motion. Motion passed after the discussion. The original motion was amended and approved to include the sunset clause. The sunset will be December 31, 2016 which would coincide with the first cohort's completion of the program.

Jerry Kaster, School of Freshwater Sciences, introduced the agreement to the committee. This articulation agreement allows qualified undergraduate students at Carroll University Inc. (CU) to begin the Master of Science (MS) in Freshwater Sciences at the University of Wisconsin-Milwaukee (UWM) while in their senior year. The articulation agreement establishes a process for student matriculation in the MS program in the UWM School of Freshwater Sciences (SFS), and CU faculty mentoring of such MS graduate students enrolled at SFS under this 3+2 agreement. This agreement has been reviewed by the Chancellor's office, Office of Legal Affairs, the Graduate School and it has been signed by the appropriate people at Carroll University.

Question raised and addressed during the discussion period included:

- How would the Graduate School be notified of a student's enrollment into the program?
- What set of academic standards would govern the interim status? Jerry Kaster responded that they would be the same guidelines as used in the Master's program.
- What criteria/process/timing would be in place when the Carroll University student enrolls with a Special Student status and matriculates into the MS program?
- What happens if a student is ready to matriculate into the MS program and either does not meet the Graduate School admission requirements or is admitted and is unable to complete the MS degree?
- In regards to Financial Aid, students can only receive financial aid from one institution at a time. Students would continue to receive financial aid from Carroll College until they were fully integrated into the UWM MS program. There are agreements available within the Financial Aid structure that addresses these concerns.

Currently there is no policy at UWM that facilitates these types of agreements. The School of Freshwater Sciences requests that the GFC moves ahead with this agreement prior to a formal policy being established. After the discussion, it was decided that a working group should be formed to draft a policy for articulation agreements. The working group will be comprised of the following members: Karen Moran, Michael Brondino, Jerry Kaster, Pat Hayes or Erin Fox and one of the Graduate School's Associate Deans. The draft will be reviewed by the subcommittee on graduate course and curriculum and then brought back to the GFC for final review and approval.

2. Request from the College of Letters and Science to Establish a New Curricular Area in Digital Arts and Culture

A motion was made by Amanda Seligman to approve the request from the College of Letters and Science to Establish a New Curricular Area in Digital Arts and Culture. Jon Welstead seconded the motion. Motion failed after the discussion. A motion by Michael Brondino was made to defer the discussion, seconded by Jon Welstead. Motion passed.

The Academic Approval Matrix indicates that the establishment of a new curricular area requires GFC approval, regardless of whether it is designated as an undergraduate area. Additionally, all future graduate courses associated with the curricular area would need GCC approval. The undergraduate courses would need APCC approvals. The committee felt uncomfortable voting on this measure due to the brevity of information provided them on the proposal. More information will be obtained from the College of Letters and Science and this proposal will be brought back to the GFC at a future meeting.

IX. REPORTS

1. Report from the Interim Dean of the Graduate School (43:00)

Dean Yu had several updates for the committee. The first was to announce that the graduate school dean search was going very well and later today, the Provost will announce the three candidates that will be interviewed for the position.

The second update concerned Graduate School enrollment. There has been a decrease in enrollment for both undergraduate and graduate students. The enrollment shortfall is not at the Ph.D. level; rather it is at the master's level. It appears that the problem is primarily in the retention of master's students. This is not unique to UW-Milwaukee but a national trend. Members of the graduate school have made several presentations at the cabinet level concerning the graduate student enrollment decline. Additionally, the Graduate School has reached out to the schools and colleges to address the issue. Erin Fox, Graduate School Director, discussed how they are working to identify causes of the decline and emphasized the importance of informing the graduate representatives of the issue. The graduate school offered to work with the colleges and schools to address the declining enrollment and could develop specific reports for their graduate programs enrollment trends.

Associate Dean Gajdardziska-Josifovska reported that the Graduate School is reviewing the Tuition Deposit Hold that undergraduate and graduate students pay to reserve classes. The tuition deposit hold (\$200) provides a level of insurance for students to secure a spot in courses and can be useful to undergraduates due to the higher demand for courses. The hold goes on the student's account 3 weeks prior to classes. At the graduate level, it is less useful and can actually suppress initial enrollment numbers. Rather than pay the fee, the graduate students wait until the deadline passes and then enroll. Unfortunately, once the deadline passes, many graduate courses have already been cancelled due to low enrollment numbers. The Graduate School would like to either be exempt from the Hold or lower it to \$100 per term (Fall, Winterim, Spring and Summer).

Another possible impediment to enrollment is the Credit Agreement Hold. This new hold, which began in summer 2013, requires all students to sign the University of Wisconsin-Milwaukee Educational Services Credit Agreement before registering for classes. The Graduate School is studying the issue and may request that graduate students be exempted from this new credit agreement hold.

Once we receive the final fall enrollment numbers, scheduled for release on September 17, 2013, we will have more information on the declining enrollment issue.

2. Chair's Report

Kristene Surerus requested a volunteer to serve on the Physical Environment Committee, which meets Wednesday mornings at 8:30 a.m. No volunteers came forward so will plan on attending the first meeting.

Erin Fox asked that impact statements be included in policy documents prior to passage. Kristene Surerus preferred that the working groups charged with reviewing and formulating policy documents include graduate staff during the development of the policies. The Graduate School staff will be asked to provide representatives to develop policies with the working groups.

3. Report from the Interim Vice Provost for Research – No report.

X. GENERAL DISCUSSION

1. Development of a "Certificate Diploma" or "Certificate of Verification of Completion" for the certificate programs.

Erin Fox explained that there are many Graduate Certificates earned that do not have common "certificate diploma" issued when the student completed the certificate requirements. The Graduate School would like to see a more formalized process in which a certificate diploma would be issued through the Graduate School. There is also work being done, including a pilot program with several programs, to formalize the admission process to graduate certificate programs.

By acclamation, the Graduate Faculty Committee endorsed the development of a Certificate Diploma" for graduate certificate programs.

2. The "double counting" rule for certificates and MS/MA programs. There has been a request to allow some certificate programs to allow more than 50% of their credits to count toward a master's program.

Ethan Munson, Department of Engineering, spoke in favor of revising the current policy to allow more than 50% of the credits from a certificate program to count towards a master's degree. Their department recently established a new certificate for Advanced Computational Imaging, primarily for engineers from GE. The Engineering department hopes that the engineers that enrolled in the Certificate program would stay and continue at UWM to achieve their Masters. However, with the current rules, it encourages students to get the certificate at UWM and then go on to Marquette for their Masters. This is because, under the current policy, if the student doesn't decide to pursue their masters until after earning 6 credits in the Certificate program, they are likely to transfer to Marquette, where more credits earned from the certificate would be applied to the Marquette master's program. Professor Munson felt that he would like to see the relationship between a certificate and a master's similar to the relationship between a master and a doctorate degree.

The issue was opened up to discussion and among the issues raised were:

- How would this affect programs and their accreditation requirements?
- With the increase from 24 to 30 credits to masters degrees, a revision to the policy may make sense.
- Many students obtaining certificates in one degree program who take the certificate as an add-on that is not really embedded in their degree. For example, an Urban Studies student who wants to obtain a certificate in Non Profit Management.
- More discussion also needs to be given to the differences between concentrations and certificates.
- Ethan Munson suggested that the policy change be approached as a case-by-case basis.
- There is confusion over the term certificate versus certification. This should be considered as well as a whole host of other issues associated with certificates.
- Jenna Janza, Graduate School, explained that if a student declares their intent to pursue a master prior to earning a certificate, then more credits earned from the certificate can be transferred to the Masters.

There is a working group already established that is reviewing the policy on stackable certificates. There was consensus that that discussion should be wrapped into this double counting issue. This certificate double counting issue will be brought up for continued discussion at a future meeting.

3. The requirement for an external reviewer for new programs as system no longer requires an external reviewer - would an internal reviewer be sufficient. This issue was postponed for a future meeting.

XI. ADJOURNMENT – Meeting was adjourned at 4:30 p.m.