

University of Wisconsin-Milwaukee

Graduate Faculty Committee (GFC)

Monday, October 16, 2017

3:00 p.m. – 4:30 p.m.

LUBAR N440

MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 3:02 p.m. by Jason Puskar, Chair.

II. AMENDED ROLL CALL

Present:

(Committee Members): Jennifer Balogh, John Boyland, Garry Davis, Craig Guilbault, Reed Heintzkill, Peninnah Kako, Jenny Kehl, Elana Levine, Jason Puskar (*Chair*), Wilkistar Otieno, Mark Schwartz, Arijit Sen, Erin Winkler, Lixia Zhang

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

Absent: Michael Brondino, Jennifer Clippert, Peter Dunn, Vicky Everson, Erin Fox (*Ex Officio*), Richard Smiraglia, Cheng Zheng

Guest: Shane Haengen (Graduate School), Mike Darnell (L&S)

III. ANNOUNCEMENTS

Student Association appointed MS Engineering Material Science graduate student Reed Heintzkill informed the committee of the Student Association which is the officially recognized governance committee for students. He explained that graduate students had little representation with the Student Association. Graduate students were more than welcome to apply but very few applied.

With the assistance of the Graduate School, the (GSAC) Graduate Student Advisory Committee is now officially a subcommittee of the Student Association which will bring many advantages to graduate students. Reed Heintzkill will be distributing the Press Release and Legislation to the committee via email.

He informed the committee that each school/college will have 2 representatives. The committee expressed their concerns that this will not be enough representation using L & S as an example. Reed Heintzkill assured the committee that he will place this issue on the first agenda of the subcommittee to be discussed and to consider amending the bylaws.

There were no other announcements.

IV. AUTOMATIC CONSENT

A. Minutes of the Graduate Faculty Committee Meeting of September 18, 2017

The September 18, 2017 meeting minutes were pulled from Automatic Consent for revision.

Under section III. Announcement the following was revised from:

“Mark Schwartz notified the committee that he serves on the University Committee as an Ex-Officio and will be reporting to the University Committee on the GFC.” to “Mark Schwartz notified the committee that he serves on the University Committee, and will be reporting to the University Committee on the GFC.”

The revised meeting minutes were motioned, seconded, and passed unanimously.

The following agenda items under Automatic Consent were motioned, seconded, and passed unanimously.

B. Program Changes:

- | | |
|---|-------------------|
| 1. Certificate in Digital Arts and Culture (OPC #2394) | GFC Doc. No. 1494 |
| 2. Master of Science in Health Care Informatics (OPC #2435) | GFC Doc. No. 1495 |

C. Policy Updates

1. Recommendation of the Graduate Curriculum Committee to Establish Transcript-Designated Degree Concentrations A (GFC Doc. No. 878)

V. OLD BUSINESS

1. Discussion of MS Transcript Designations

Jason Puskar informed the committee that at the last meeting Marija Gajdardziska-Josifovska illustrated a flowchart about transcript designated options however while the flowchart was distributed there was no language to accompany the flowchart.

The following language was created to accompany the transcript designated options flowchart. This will address John Boyland's request for a master degree with professional options be listed on transcripts.

Jason Puskar explained the following language to the committee:

“Entrance and capstone options for master’s degrees will be designated on the transcript. Programs that elect to opt-out of designating these options on the transcript will seek approval through the normal governance process.”

The proposal motioned, seconded, and passed unanimously.

VI. REPORTS

A. Report from the Dean of the Graduate School

Marija Gajdardziska-Josifovska reported on the following:

- **Graduate School’s Self-Assessment of Activities and Accomplishments in 2016 -17**
 - Vision / Mission Statement
 - Fulfilled and accomplished mission statement
 1. Active recruitment of diverse graduate students with full guidance from entrance to graduation;
 2. Competitive financial support for graduate assistants and fellows;
 3. Enriched portfolio of graduate programs with growing recognition in nation and world;
 4. Efficient and effective administrative support for all graduate students, staff, faculty, governance, and administrators;
 5. Established graduate advocacy, development, marketing, and alumni relations
 - Campus Enrollment Management:
 - Chancellor’s Enrollment Management Action Team (CEMAT)
 - Strategic Enrollment Management (SEM) Writing Team
 - Graduate Enrollment Management (GEM)
 - Competitive TA Stipends
 - Graduate Campus Tours
 - Integrated Bachelor’s and Master’s Degrees
 - Strategic Recruitment of International Graduate Students
 - Graduate Midwest Student Exchange Program (MSEP)
 - Enrollment of the participating programs with the MSEP central administration,
 - Full implementation of applications, MSEP residency determination and admissions process in time for Fall 2017 enrollment, and
 - Leveraging of the Illinois-focused marketing to include the graduate programs without additional costs
 - Recruitment:
 - Graduate Campus Tours
 - Held Third Annual Graduate Open House
 - Continued GRE Search Service
 - Instituted centralized name buying to support the SEM/GEM plan
 - Developed electronic importing of GRE database into Hobson’s Radius CRM
 - Developed first centralized communication plans
 - Maintained active presence at local, regional, state, national and international graduate recruitment fairs, including diversity fairs, and at company fairs
 - Traveled to India and Japan to recruit students and to sign agreements with partner universities
 - Applications / Admissions and Enrollments:
 - Completed one full annual cycle of running Panthera
 - New online system for graduated applications from Terra Dotta
 - System customized to the requirements of individual UWM graduate programs
 - Completed the Fall 2017 admissions cycle with only three of five examiners

- Examiners worked overtime
- Processed first come, first serve
- Retention:
 - Developed new professional development series for graduate students named Preparing Future Faculty and Professionals (PFFP)
 - Created the first GRAD 801 course to allow PFFP content to be taken for credit
 - First doctoral retention examiner, Shane Haensgen
 - Resolved increased number of academic appeals and academic misconduct cases
- Graduation:
 - R1 Doctoral Research University Carnegie Classification.
 - Created first Dissertator Bootcamp to support doctoral dissertators in their planning and writing efforts
 - Established dedicated space for doctoral students with the Library called The Scriptorium

B. Chair's Report

Jason Puskar informed the committee that he sent out a Qualtrics survey named GFC Priorities Survey to the committee. The survey consisted of three questions:

1. Are there any policies or practices that affect graduate studies in your school, college, or department that the GFC should consider altering in the coming year?
2. Are there any matters related to the governance structure or processes of GFC or its subcommittees that you would like to address?
3. What major priorities at the university level do you think GFC should focus on advancing or supporting?

Jason Puskar discussed one survey response that suggested a revisiting of dissertator status issues that emerged from the working group last year: 1) Leave of absence policy from the residency requirement, 2) Permission to take coursework while a dissertator.

He asked Marija Gajdardziska-Josifovska for an update. She stated that she did not yet have an update and is still arranging to meet with UW-Madison to discuss this issue. Jason Puskar informed the committee that it would be best to wait for an updated from Marija Gajdardziska-Josifovska before the committee moves forward with this issue.

Jason Puskar stated that the work completed here in the GFC is very important. He encouraged the committee bring any issues or concerns from their school/college.

The committee expressed their desire to have the responses of the survey incorporated into future meeting agenda items by the chair. Jason Puskar agreed to use his best judgement to incorporate the responses of the survey into future meeting agendas.

C. GFC Representatives on Other Standing Committees

Physical Environment Committee

Jason Puskar informed the committee that Wilkistar Otieno has volunteered to serve on the committee for the fall semester however will be on sabbatical in the spring. He informed the committee that he will be seeking a volunteer to serve in the spring.

Wilkistar Otieno reported that she will attend her 1st meeting tomorrow October 17th.

- Academic Planning and Budget Committee

Jason Puskar reported that he had started the Budget Training module which will involve 6 training session. The Provost came to speak about the campus merger however there was not much information given.

- Academic Policy Committee

John Boyland reported that the APC did not meet. There was no report.

- Research Policy and Advisory Committee

Jason Puskar asked if there were any volunteer interested in serving on the committee. He explained that the committee meets on the 3rd Thursday of every month from 1:45 p.m. – 3:15 p.m.

Jenny Kehl volunteer to serve for the spring semester. There were no volunteers to serve in the fall semester.

- Graduate Assistant Appeals Panel

No report given.

- Policy Working Group

No report given

VII. OTHER BUSINESS

NONE

VIII. ADJOURNMENT

The meeting adjourned at 4:30 p.m.