

**GRADUATE COUNCIL
MINUTES
April 20, 2017
307 Kerr Hall, 2:00-4:00 p.m.**

Present: Don Smith (Chair), Ben Crow, Lissa Caldwell, Gerald Casel, Michael Dine, Judith Habicht-Mauche, Athanasios Kottas, Roberto Manduchi, Tyrus Miller (ex officio), Fitnat Yildiz, Tyrus Miller (ex officio), Katharin Peter (Library Rep), Melanie Dickinson (Grad Rep), Gordon Keller (Grad Rep), Esthela Bañuelos (Senate Analyst)

Absent: Paul Roth

Guest: Jim Moore, Assistant Dean, Division of Graduate Studies

Members Items

Chair Smith announced that he presented the Council's graduate growth statement and draft report at the Senate Executive Committee meeting of April 18. He reported that there were minor comments. The Council will have a presentation on the spring Senate meeting agenda and will provide the statement and report to iCP/EVC Lee after that and to incoming CP/EVC Tromp later in the summer. Members noted they would like to schedule a consultation with the new CP/EVC next year.

VPDGS Miller provided a brief, general snapshot of graduate admissions. He reported that Engineering is down slightly in doctoral numbers from other years, Humanities is up in doctoral and masters, and Physical and Biological Sciences is down in doctoral admissions.

Proposal to Discontinue Bio-Education Concentration

The Council delegated to Chair Smith review of the proposal to discontinue the Bio-Education concentration in the Biology B.A. program (administered by the Ecology and Evolutionary Biology department).

Technology and Information Management (TIM) Revised Report

Graduate Council reviewed and discussed the Technology Management (TM) department response (letter dated February 15, 2017) to Council's questions and requests for information regarding the Technology and Information Management (TIM) graduate programs, communicated in GC's January 11, 2017 letter. Council requested additional information in order to sufficiently assess the status of the program and consider the request to reinstate admissions to the TIM M.S. degree (Council indefinitely suspended the TIM M.S. beginning in 2015-16, communicated February 18, 2015). The TIM revised report requested reinstatement of admission to their M.S. without the PDST fee, and responded to GC requests for additional information.

Upon review of the materials, Council noted that additional information was needed prior to finalizing its deliberation, and will request additional information in the following areas: curriculum planning, chair succession planning, listing of graduate courses compared to what is actually available to graduate students, and decanal response on long term vision, chair succession planning, and resources to meet curriculum needs.

Review: VPAA Guide for Managing Curricular Capacity and Program Enrollment

GC reviewed Acting VPAA Berger's revised "Guide for Managing Curricular Capacity and Program Enrollment." The document offers guidance for improving curricular capacity and a pathway for applying for and receiving designation as an "impacted status" department. Graduate Council appreciated that this

revised version pared down the amount of data requested and has now included the Council as part of the review process for impacted status petitions.

After review of the revised guide, Graduate Council raised the concern that the document might better address the interactions between undergraduate and graduate programs. Specifically, petitions should address how lowering the number of undergraduate students might affect graduate admissions capacity and graduate support if these departments are supporting graduate students primarily through TAships. The Council agreed it was important to frame undergraduate impactation within the broader ecology of program enrollment.

Petition for Impacted Status: Computer Science Department

Graduate Council reviewed the petition from the Computer Science Department to designate their B.A. and B.S. programs as impacted. Graduate Council reviewed the petition with a focus on interaction between undergraduate and graduate programs, specifically for any potential effects that impacted status might have for graduate programs. Council's broader discussion of the petition noted that the department has made a generally compelling case for impactation. Council also wondered how measures to alleviate impactation might affect admissions of non-resident students, which might in turn impact revenue streams that are used to support doctoral programs.

Council recognized that the petition was prepared following earlier draft guidelines that did not explicitly ask the department to address how lowering undergraduate major enrollments might impact the department's graduate programs (positively or negatively). That said, the Council found that there was insufficient information in the department's petition to adequately assess impacts on the graduate programs.

Consultation: Curricular Management Project Staff

The Council consulted with Don Moonshine, Curriculum Management Project Manager, Stacey Keleher, Associate Registrar of Systems and Development, and Margie Claxton, Associate Registrar, on the Curriculum Management Project (CMP), a multi-year project under the auspices of the Office of the Registrar and Division of Undergraduate Education, designed to increase the usability and integration of systems related to curriculum management. The Council asked the presenters to provide a general overview of the CMP, discuss how faculty are/will be consulted and provided the opportunity for focused input throughout the project, and how the project will directly seek input from GC in areas of purview (i.e. program statement standardization, course approval form design, other areas).

Associate Registrar Keleher noted that the CMP focuses on course and program statement approvals, production of the general catalog, and classroom scheduling. Manager Moonshine noted that the implementation phase begins this fall, with the vendor RFT in process, bringing vendors to campus in summer, and beginning design work during October and November.

Members raised questions about navigating course review and structuring how information is presented vs. content questions that are GC purview. Chair Smith noted need for an overall process for optimizing effective and efficient input from the Council, given the time constraints. He suggested three levels to think about in terms of obtaining feedback as the project moves forward a) access and process for review—what is the list of improvements that the CMP team wants addressed in this new platform? B) process by which things might be prioritized (nature of the change), and c) substantive content that requires GC decision/approval.