

# Graduate Council Meeting Minutes

**CHAired BY:** David Kieda

**TIME:** 3:00 pm

**DATE:** November 30, 2015

**PLACE:** Park Building 300

**COUNCIL MEMBERS PRESENT:** Dave Kieda, Lien Shen, Ryan Smith, Mingnan Chen, Ginny Pepper, Linda St. Clair, Audrey Thompson, Isabel Dulfano, Richard Paine, Charles Hansen

**EX OFFICIO MEMBERS PRESENT:**

**EXCUSED MEMBERS:** Donna White, Edward Barbanell, Julie Wambaugh, Laura Kessler, Cedric Feschotte

## FINAL AGENDA

### 1. **Welcome**

David Kieda of the Graduate School welcomed the Graduate Council.

### 2. **Information: Northwest Accreditation of Online Programs**

Dean David Kieda updated the council on the progress of NorthWest's accreditation of the UOnline programs. The first group of UOnline programs have recently gone through NorthWest's accreditation process, and this will continue for all programs having curricula that is 30% or more located online. New programs with more than 30% of their curricula online should be reported to NorthWest. The process of reporting to NorthWest requires minor effort, but is necessary for tracking online programs. Reports can be sent via the Dean of the Graduate School's office.

A question was raised as to whether programs which have been online for a lengthy period before the NorthWest reporting requirement was announced would have to report to NorthWest; reporting these programs does not seem to be necessary right now, but will likely have to be reported in the future.

### 3. **Information: Discontinue National Justice Academy**

Dean David Kieda announced that the National Justice Academy has been discontinued.

### 4. **Proposal: New MS in Sports Medicine**

Charlie Hicks-Little of Exercise Sport and Science presented a proposal to establish a new MS in the department of Sports Medicine. The questions raised by the council were all addressed by Charlie Hicks-Little.

**Vote:** Approve; unanimous

**Abstained:**

**Comments:** Questions were raised why there is a PhD program but no MS. Representatives from medical departments pointed out this is common in several medical-related departments. The request for a new MS seemed to the members of the council to make sense; change was commended for being based on research and resource-neutral.

### 5. **Proposal: Name Change in Exercise Sport Science**

Janet Shaw of Exercise and Sports Science presented a proposal to change the name of the Department of Exercise and Sport Science to the Department of Kinesiology. Questions raised by the council were addressed by Janet Shaw.

Vote: Approve; unanimous

Abstained:

Comments: A question was raised by the council as to how the students would manage the change in name. There have already been some movements in Exercise Sport Science as students go to other departments after the recent reorganization of the College. The name change is mechanical on the administrative side, and the burden of transferring to the correct departments will not fall primarily on the students. The department is currently discussing with applicants how to navigate the name change, but this issue will mostly be a departmental, administrative responsibility. Committee was in agreement that the name change made sense, given the changes to the field and school.

**6. Proposal: New MS & Certificate in Construction Engineering**

Michael Barber of Civil and Environmental Engineering presented a proposal to add an MS and Certificate in Construction Engineering. Questions raised by the Graduate Council were answered by Michael Barber.

Vote: Table vote until proposal is amended and additional information is provided; approved unanimously

Abstained:

Comments: It was noted that the new MS program would or could overlap with many programs offered by the Department of Architecture & Planning. Questions were raised as to whether the new MS program could interact with other departments such as Architecture and Business. There were consistent concerns about the vagueness of the curricula and the lack of faculty ownership of the program and curricula. Further, concerns were raised that student demand could be low, as Weber State University, BYU, and UVU all have construction management programs which are similar to the proposed MS, but have low enrollments.

The Graduate Council listed six qualifications that needed to be met by the proposal before approval could be discussed.

1. Evidence of comparison to other programs in the state/region
2. Projections of student demand for certificate/MS
3. Evidence of consultation with faculty, both inside the department and with other departments, especially College of Architecture & Planning/Engineering Management courses
4. Written documentation of support by college curriculum committee
5. Development of concrete learning outcomes and learning outcomes assessment plans
6. Differentiation in stated purpose of degrees to distinguish MS and Certificate

**7. Proposal: Name Change in Language and Literature**

Therese de Raedt of Languages and Literature presented a proposal to change the name of Languages and Literature to World Languages and Culture. Questions raised by the council were addressed by Therese de Raedt.

Vote: Approve; unanimous

Abstained:

Comments: The program proposes to change its name to reflect the larger influence cultural studies has had on its field and for programs across the country. The proposed name change seeks to better reflect what the department currently does, and will better align with the university's goals for global outreach. A question was raised as to whether "culture" was the same as the culture explored by anthropology. Presenter answered there was some overlap, but that the emphasis was closer to communication of culture through literature, art, music, and other contextual communications. Rebranding the department is thought to bring in more students.

**8. Program Review: Communications Science and Disorders**

Ryan Smith of Architecture and Planning reviewed the Department of Communications Science and Disorders.

Vote: Approve with amendments; unanimous

Abstained:

Comments: Concerns were raised that the recommendations in the review were extremely lengthy. A suggestion was made to reorganize the recommendations so that a few recommendations received the focus, with the others added as supplemental, not essential, recommendations. Suggestions were also made to help reduce the length and number of recommendations.

**9. Program Review: Professional Master of Science and Technology Program**

Ginny Pepper of Nursing reviewed the Professional Master of Science and Technology Program.

Vote: Approve; unanimous

Abstained:

Comments: This was a unique review, because it is a program and not a department. Two questions guided the review: What unit(s) approve the curriculum? and Who approves the adjunct instructors? Dean Kieda provided answer in that teaching appointments are reviewed by track directors and executive curriculum committees review the curricula, although that was not done before 2014. Program is considering adding the School of Computing as a partner for the PMST program.

Update: Ray Hoobler was appointed as a director of the PMST programs, and will be joining the University in January.

**10. Discussion: CIB Guidance/Review Report Documents**

Danny Nelson of the Graduate School presented the changes made to the final draft of the CIB Guidance Document and Review Report form.

Vote: Approve; unanimous

Abstained:

Comments: Minimal changes have been made to the form, and of those most are for cosmetic purposes. Once approved by the Graduate Council, the Guidance Document and Review Report form will be published online.

Time of Adjournment 5:00pm.

The next Council meeting will be January 25, 2016 at 3:00pm in the Winder Board Room, Park 300.