MINUTES
The Graduate Council
April 16, 2014
Johnson Hall Conference Room

Members Present: Barbara Altmann (ex officio); Andy Berglund (ex officio); Li-Shan Chou, Patricia Dewey, Alexandre Dossin, Cecilia Enjuto Rangel, Kimberly Espy (ex officio); Kasy Fisher (ex officio), Sara Hodges, Ruth Kele (ex officio), Alexander Lewis, Kent McIntosh, Dorothee Ostmeier, Carol Stabile, Mark Watson (ex officio), Frances White

Members Absent: Bruce Blonigen (ex officio), Jeffrey Ewing, Michele Henney, Joseph Lowndes, Debra Merskin, Bish Sen

Graduate School Staff in Attendance: Kellie Geldreich, Cortney McIntyre-Trent, Marcia Walker

The meeting was called to order at 3:34pm. The March 19, 2014 minutes were approved as distributed.

Old Business

None

New Business

Certificate Program Requirements

Kellie Geldreich stated that students pursuing graduate certificates must be admitted to the University, but are not required to be degree-seeking (there are a few stand-alone certificates). A minimum of 24 credits of graduate level coursework must be taken at the UO. Specific course requirements are established by the department at the time that the graduate certificate program is established. The Graduate School does not have specific rules regarding the number credits that can be applied to both a graduate degree and a certificate program.

Ms. Geldreich explained that a graduate specialization is either a subdivision of a major or an interdisciplinary track in which a strong graduate-level curriculum is available. In order to pursue a specialization, a student must be admitted to a UO master’s or doctoral program. A minimum 16 credits of graduate level coursework must be taken at the UO. Specific course requirements are established by the department or program at the time that the graduate specialization is established. Specializations are designed to allow for credits to be applied to both a graduate degree and the specialization to capture subdivisions of a major.

Ms. Geldreich stated that the policy question is whether it is appropriate for a student to be earning both a certificate and a graduate degree for essentially the same body of work. She stated the proposal as follows: Specializations are the appropriate mechanism for instances where noting a specific focus in degree coursework is desired. Beginning in Fall 2014 the Graduate School proposes that a maximum of 12 graduate credits can be applied to both a certificate and graduate degree program. A minimum of 12 credits would therefore need to be taken to apply towards the certificate that would not be applied to meeting the graduate degree requirements. Currently declared certificate students would be grandfathered in under the previous policy.

Professor White asked if this is tracked in the Registrar’s office. Ms. Geldreich stated that it is entered into the Banner system.

Vice Provost Altmann asked how Certificate completion affected time-to-degree for students, since doctoral students should not have to prolong their time to degree because of the need to take additional courses. She also asked about historical discussions regarding this issue. Dean Fisher replied that certificates have been offered by the UO since 1989. Dean Fisher suggested that it might be a good idea to look at existing certificates that are offered. Professor White agreed that a review is needed. Vice
Provost Keele noted that the Undergraduate Council is looking into this as well. Professor White suggested that the Graduate Council coordinate with the Undergraduate Council.

The Graduate Council agreed to table any motion pending further discussion.

Policy for Advanced Doctoral Student in Three Credits of Dissertation to be Considered Full-Time

Dean Fisher noted that in order to be making satisfactory progress toward their degree, graduate students must be enrolled in a minimum of three graduate credits per terms. Minimum full-time enrollment is defined as nine credits for any graduate student.

Dean Fisher explained that the Graduate School is proposing to expand the definition of “full-time” to include three credits of Dissertation for students, including GTFs, who have advanced to candidacy. This will enable GTFs to enroll in the same minimum number of credits once they have advanced to candidacy as is required of self-supporting graduate students. This proposed change would mean that GTFs who have advanced to candidacy would not be required to enroll for the current minimum of nine credits. Students who desire to enroll in additional credits (e.g., to take a course) would still be permitted to do so.

Dean Fisher stated that the proposed change will directly benefit self-support doctoral students in a number of ways, including implications for financial aid, the GTF appointment process, payroll taxation, deferment of loans, and visa restrictions for international students.

Dean Espy said this is a win for everyone and is a wash regarding tuition dollars.

Professor Enjuto Rangel moved to approve this proposal. Professor Stabile seconded the motion. The Graduate Council unanimously voted to approve the proposal to expand the definition of “full-time” to include three credits of Dissertation for students, including GTFs, who have advanced to candidacy.

Preview of Talisma

Courtney McIntyre-Trent explained that Talisma is a customer-relations tool that is currently used by the UO Office of Enrollment Management, Office of Admissions, and Financial Aid. She noted that the Graduate School is currently in the process of obtaining Talisma to use as a communication tool for recruitment of graduate students who want to come to the UO.

Ms. McIntyre-Trent distributed a hand-out defining potential Talisma audiences. Potential audiences include:

- Prospects who have no prior contact with the UO; e.g. names pulled from GRE or conference lists.
- Inquirers who have shown interest in a program or the UO through various modes—calls, emails, mailing list, etc.
- Applicants: In progress or complete
- Admitted applicants who have yet to accept an offer
- New/incoming students
- Graduating students
- New graduates
- Alumni

Ms. McIntyre-Trent distributed several examples of campaign emails. She noted that Talisma suggests a three-message approach. If none of the emails receive a response from the recipient, the campaign to that student would be discontinued. However, the student responds to the email, it would trigger another communication specifically tailored to the response.

Dean Espy noted that it can be compared to a funnel approach—it starts out with a general message and then funnels down to be more specific. She noted that all communications appear to come directly from a faculty member, but the faculty is not involved. Ms. McIntyre-Trent explained that the communications have a call to action; e.g., a link to click on.
Ms. McIntyre-Trent said it was unclear if there would be a point where Talisma would be passed on from the Graduate School directly to the departments, because the Graduate School would then lose the capability to track interest.

Dean Espy noted that Talisma is a constituent relation manager program.

Professor White stated that her department is already flooded with applications and is concerned about mass communications based on GRE lists. Ms. McIntyre-Trent noted that other departments may be in a different situation with regard to the number of applications they receive. She stated that communications could go out to applicants that a department desires to recruit rather than coming from a generalized list. Professor White didn’t think the tool would be useful to Anthropology.

Professor Enjuto Rangel asked how much money would be spent in obtaining Talisma. Dean Espy stated that there would be no cost, as the UO Office of Enrollment Management has already purchased the tool. Ms. McIntyre-Trent stated that there may a cost when purchasing lists to use.

Professor Stabile asked if there was independent evidence that using Talisma increases enrollment. Dean Espy replied there was not, but at the University of Nebraska its use expanded capacity by eight percent.

Professor White asked how many UO departments do not get enough graduate applicants. Professor Ostmeier noted that different fields have differing levels of popularity and popularity in a certain field may shift at times.

Professor Enjuto Rangel stated that her department has strong applicants, but the department cannot compete with financial offers that graduate students get from other institutions. She suggested that the Graduate School work to increase the stipend offered to students, not the number of student applications.

Dean Espy noted that departments wouldn’t need to participate if they are overwhelmed by applications.

Professor Hodges asked about the situation where a communication went out under a professor’s name, and the professor did not know about it. Dean Espy stated that staff would need to coordinate with faculty so that did not happen.

Deans’ Updates/Announcements

Associate Dean Search

Dean Espy welcomed Andy Berglund to his position as Associate Dean of the Graduate School and Vice Provost for Graduate Studies. She noted that the process of filling the second position of Associate Dean of the Graduate School and Vice Provost for Graduate Studies is being finalized.

Graduate School Staffing News

Dean Fisher reported that Dean Espy and Kyle Reynolds, Coordinator of Student Affairs, are leaving the UO. She stated that the Graduate School is putting together a new position announcement for the Coordinator of Student Affairs, and it will include expanded duties.

Dixon Innovation Award

Dean Berglund reported that the call has gone out for the Julie and Rocky Dixon Graduate Innovation Award. Applications are due on Friday, April 25, 2014. Dean Berglund asked Council members to encourage their students to apply, and said that he is happy to answer any questions about the Award or the application process.
Excellence Awards

Now in their third year, the Excellence awards were created to recognize the outstanding work of directors of graduate studies, graduate coordinators, and those faculty and staff who mentor graduate students. Nominations for these awards are due on Friday, April 30, 2014. Nominations may come from graduate students, faculty members, department heads, school/college deans, or department/college staff members relevant to the graduate program.

Directors of Graduate Studies Meeting

The Spring Directors of Graduate Studies (DGS) meeting has been scheduled for Tuesday, May 27, 2014 from 3:30-5:00pm in the Knight Library Browsing Room. As with all DGS meetings, Directors are invited to send a faculty colleague in their place if Directors are unable to attend. Graduate coordinators are also welcome to attend DGS meetings.

Three Minute Thesis Competition

The Three Minute Thesis is an academic competition developed by the University of Queensland (UQ), Australia, for research students. The exercise develops academic, presentation, and research communication skills and supports the development of graduate students' capacity to effectively explain their research in three minutes in a language appropriate to an intelligent but non-specialist audience.

The first preliminary round of the Three Minute Thesis competition at the UO will be held Wednesday, April 16, 2014 in 177 Lawrence Hall. The second preliminary round of the competition will be held Wednesday, April 23, 2014, and the final round will be held on May 7, 2014. Three finalists will be selected to represent the UO at the Statewide Finals at Portland State University on May 17, 2014. In addition to the UO, the Statewide Finals will include students from Oregon State University, Oregon Health Sciences University, and Portland State University.

Adjourn

The Council adjourned at 4:45pm.

Respectfully submitted,

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Cecilia Enjuto Rangel
Graduate Council Secretary