MINUTES
The Graduate Council
April 17, 2019
Student Lounge, 111 Susan Campbell Hall

Members Present: Burke Hendrix, Andy Karduna (ex officio), Alison Kwok, Fabienne Moore, Jeremy Piger, Jeremy Piger, Jana Prikryl (ex officio), Nicholas Proudfoot, Mark Watson (ex officio) and Angie Whalen

Members Absent: Adell Amos, Lara Bovisky, Ron Bramhall (ex officio), Elim Hernandez Santos, Seth Lewis, Celeste Mena Morales, Phil Scher (ex officio), Leslie Straka, Halin Wang, Janet Woodruff-Borden (ex officio), and Hong Yuan

Graduate School Staff in Attendance: Jered Nagel, Marcia Walker

The meeting was called to order at 3:33pm.

New Business

Changes to the Graduate Community and Regional Planning Program (CRP)

Professor Proudfoot noted that the proposal states in the section titled Proposed Curriculum Change that the Community Planning Workshop is moved to the second year. However later in the proposal it states that the Community Planning Workshop fits better at the end of the first year.

Professor Proudfoot asked about the terminal project now being made optional, but it did not appear on the chart of courses for the CRP.

Associate Professor Hendrix asked what the alternative was to completing a terminal project. Professor Proudfoot responded that the proposal offered more coursework as the option to a terminal project.

Associate Dean Karduna reported to the Graduate Council that this proposal has been approved by the College of Design.

Rebecca Lewis, Assistant Professor in the School of Planning, Public Policy and Management, then joined the Graduate Council meeting to discuss the proposal and answer Graduate Council members' questions about the proposal.

Professor Proudfoot asked if the Community Planning Workshop is being moved to the second year of the program. Assistant Professor Lewis replied that it was decided not to move the workshop to the second year. It is important to offer the workshop earlier as it helps student decide their focus and it also helps them to get internships.

Associate Professor Burke asked about the tradeoff between completing a terminal project or completing more coursework and how that would affect the faculty workload. Assistant Professor Lewis replied that if more students are learning hands-on in class, more faculty involvement would be required. In addition, there may be a higher advising load for faculty.

Associate Professor Moore asked about the distinction between year one and year two of Professional Development courses. Assistant Professor Lewis replied that the first year of Professional Development focuses on basics such as how to make a PowerPoint, how to use Excel, develop a resume, etc. The second year focuses on topics such as equity and inclusion and relationships in the workplace.
Associate Dean Karduna told Assistant Professor Lewis that there was not a quorum at this Graduate Council meeting, so the Council could not vote today.

Professor Proudfoot asked Assistant Professor Lewis to provide an updated version of the proposal before the Graduate Council votes on it. Assistant Professor Lewis agreed to do that.

The guest then left the Graduate Council meeting.

**New Graduate School Policies**

**Language Requirement for MA Programs**

Assistant Dean Nagel explained that under the current policy the M.A. degree requires second year level of proficiency in a second language as required for the B.A. degree. Language competence must be demonstrated within the overall seven-year limit for completion of a master's degree.

The Graduate School receives petitions asking for classes to be counted even though they are outside the seven-year limit, and the Graduate School follows the departments' recommendations.

The proposed policy would have the level of proficiency and method of determining proficiency be determined by each graduate program. The department would then certify that the student is proficient.

Professor Proudfoot was brought about the decision to change the policy. Was it that the Graduate School was just reviewing their policies, or are departments complaining that the policy is too rigid? Assistant Dean Nagel replied that it was some of both, plus the Graduate School receives number of petitions for exceptions and is asked to make decisions about students' competencies.

Assistant Dean Nagel pointed out that under the new policy, programs will need to decide whether they will offer an MA, an MS, or both, and decide what, if any, language requirements they will have.

Professor Proudfoot asked if the policy would apply to PhDs, and Assistant Dean Nagel said there is no similar policy for the PhD degree.

Associate Professor Moore had reservations about changing the current policy, and noted there could be unintended consequences. She questioned how departments might handle the change. For example, what if departments decided one year of language courses was enough and then credited one year of high school language courses as being sufficient. Another concern was that there needed to be different assessments for reading knowledge and other areas.

Professor Proudfoot stated that he would be reluctant to change a policy if there is no problem to start with. Conversely, the current policy seems like we don't trust departments to make a decision or enforce the policy.

Associate Professor Whalen said that she would like to hear more from the voting members of the Graduate Council who were not in attendance at this meeting before making a decision.

Associate Professor Moore asked if MA programs who change their language requirements would have a minimum bar and what would that be. Associate Dean Karduna replied that we could set the bar as having a second-year proficiency. Assistant Dean Nagel stated that departments would have to have a policy in place that has been approved by the Graduate School.

Professor Proudfoot asked if his department could just remove the option of offering an MA. Assistant Dean Nagel said that question should be put to Ron Bramhall, Associate Vice Provost for Academic Excellence. Professor Proudfoot commented that losing MA degrees could be one of the unintended consequences of changing the policy.
Associate Professor Moore said that pressure exists to remove language requirements, saying they affect time to degree and are an obstacle to having a double major.

Associate Dean Karduna said that the Graduate School would gather more information and bring this policy change back to the Graduate Council. Associate Professor Moore said it might be beneficial to determine which departments offer MA degrees and the number of degrees granted.

**Minimum Credits**

Assistant Dean Nagel said that the continuous enrollment policy requires graduate students to be continuously enrolled for a minimum of three graduate credits, with the exception of summer when registration is not required unless the student is using university facilities or faculty or staff services. The question is how was it determined that the minimum number of credits should be three. Should we offer the option of enrollment for one credit? Three seems to be an arbitrary number to require.

Associate Professor Hendrix referred to the Satisfactory Academic Progress policy that came before the Graduate Council earlier this year. That policy states that the accumulation of more than five credits of N or F grades, regardless of GPA, is considered unsatisfactory. If we drop the minimum credits to one, that could create a problem.

Associate Professor Whalen said that her department has problems with the minimum three credits, especially in summer when students are involved in a clinic that might be a one-credit experience. It becomes expensive for students.

Associate Dean Karduna questioned the financial impact of dropping the minimum credits from three to one. Assistant Nagel said that data in 2012 showed the impact to be approximately $200,000.

Associate Professor Moore asked what the original rationale was for requiring a minimum of three credits. Assistant Nagel said he would research that question.

**Summer Registration**

Associate Dean Karduna noted that in many departments, students don’t register for summer credits. If a student is graduating or taking comprehensive exams, they do have to register because they are using institutional resources. If you have a grant, you have to pay for tuition for that student, and that money doesn’t come back to the department.

Professor Piger noted that if a student is teaching in summer and signs up for one class, it is a prohibitive expense to the department.

Associate Dean Karduna stated that some departments use the summer term to build up their funds.

The summer registration discussion will be continued at the next Graduate Council meeting.

The Graduate Council adjourned at 4:53pm.

Respectfully submitted,

Nicholas Proudfoot
Graduate Council Secretary