MINUTES
The Graduate Council
November 28, 2018
Student Lounge, 111 Susan Campbell Hall

Members Present: Lara Bovilsky, Erik Girvan, Burke Hendrix, Andy Karduna (ex officio), Celeste Mena Morales, Fabienne Moore, Jeremy Piger, Jana Prikryl (ex officio), Nicholas Proudfoot, Leslie Straka, Angie Whalen, Hailin Wang, Janet Woodruff-Borden (ex officio) and Mark Watson (ex officio)

Members Absent: Ron Bramhall (ex officio), Elim Hernandez Santos, Alison Kwok (on sabbatical), Seth Lewis, Phil Scher (ex officio), and Hong Yuan

Graduate School Staff in Attendance: Jered Nagel, Marcia Walker

The meeting was called to order at 3:35pm.

The October 2018 minutes were approved as distributed.

Old Business

New Graduate Program in Ethnic Studies – revision of April 2018 proposal

Associate Dean Karduna explained that this proposal came before the Graduate Council last year. At that time the Graduate Council decided not to vote on the proposal until suggested changes were incorporated into a revised proposal and there was a written agreement regarding a guarantee of funding.

The suggested changes have been incorporated in the new proposal now before the Graduate Council along with a written agreement that guarantees funding.

The College of Arts and Sciences (CAS) will fund a cohort every other year. Professor Proudfoot asked if there were any other programs that were offered every other year. Assistant Dean Nagel responded that the College of Education has such a program.

Associate Professor Bovilsky moved to approve the Proposal for a New Graduate Program in Ethnic Studies. Associate Professor Hendrix second the motion. The Graduate Council voted unanimously to approve the Proposal for a New Graduate Program in Ethnic Studies.

New Business

New Master’s Industrial Internship Program Track: Chemical Design of Materials for Sensing and Detecting

Associate Dean Karduna explained that the Graduate Internship Program (GIP) has been a successful program since 1998 and facilitates non-thesis, applied MS degree programs in Chemistry and Applied Physics. The new name for what was formerly the GIP will be Master’s Industrial Internship Program (MIIP) and will now be offered through the Knight Campus for Accelerating Scientific Impact.

Associate Professor Bovilsky noted that these students will couple intensive graduate coursework and targeted professional development with a nine-month industry-sponsored internship in industry. The program is designed to be flexible enough to meet the needs of changing industry.
Senior Instructor Prikryl stated that the courses haven’t been fully developed yet and this is atypical from the perspective of the Committee of Courses (UOCC).

Professor Wang stressed that there is a need for flexibility and improvisation in these courses.

Assistant Professor Girvan asked to what extent they can get process exceptions to provide this track. While the track courses need to be nimble, there should be some review. It appears that they will be designing courses, getting approval, and recruiting all at the same time. Assistant Dean Nagel said that because this is not a degree, it would be the Department’s call regarding course approval. Professor Wang explained that there will be a committee of three faculty members who will make recommendations to the Department. He noted that it is stated in the Proposal that approval by the Department Curriculum Committee is required.

Associate Professor Hendrix pointed out that page three of the Proposal states that courses will be initially offered at CH 610 and the content developed and optimized over three years. After that period, the refined courses will be submitted to the UO Curriculum Committee (UOCC) for formal approval.

Dean Woodruff-Borden noted that the Graduate School is not approving this as a program but rather as a track within a program that has already been approved.

Associate Professor Moore asked if all courses need to go through the UOCC. Associate Professor Bovilsky replied that experimental courses can be offered three times before they need to go to the UOCC.

James Hutchison, Professor of Chemistry and Biochemistry and Educational Programs Director of the Knight Campus for Accelerating Scientific impact, joined the Graduate Council meeting to discuss the proposal and answer Graduate Council questions.

Associate Professor Bovilsky asked when courses will go to the Department Curriculum Committee. Director Hutchison replied that there has been constant consultation with the department when developing the courses. The courses were launched as experimental to allow for industry input. The courses will be developed over a three-year period so the department can iterate and get things tuned in.

Associate Professor Bovilsky stated that she thought the Graduate Council would be more comfortable approving this track if the Faculty Advisory Committee had already reviewed the courses and recommended the Department of Chemistry and Biochemistry approve them. Director Hutchison replied that the Department of Chemistry and Biochemistry faculty have been working on this track for two years. He stated that the Department thought it needed Graduate Council approval before anointing the track. At the end of the proposal document, Next Steps are set out and these will be taken in preparation of launching the track in the summer of 2019. Director Hutchison said that the Department thought it was following the requisite procedure in submitting the proposal.

There being no more questions from the Graduate Council, Director Hutchison left the meeting.

Associate Professor Bovilsky moved to approve the New Master’s Industrial Internship Program Track: Chemical Design of Materials for Sensing and Detecting. Professor Wang seconded the motion. The Graduate Council voted unanimously to approve the New Master’s Industrial Internship Program Track: Chemical Design of Materials for Sensing and Detecting.

**Discussion of Graduate School Policies**

**Grading Policy for Thesis and Dissertation Credits**

Associate Dean Karduna explained that under the current policy available grades for Thesis (503) and dissertation (603) are I (incomplete) or N (No Pass). If students are making progress as expected, a
grade of I is entered. Upon awarding the degree, the Office of the Registrar changes all Thesis and dissertation grades from "I" to "P" (Pass). The proposed policy is that available grades for Thesis and dissertation are: P (Pass), N (No Pass) or I (Incomplete). P = Student has made appropriate progress during the term toward completing the thesis or dissertation. N = Student has failed to submit work of acceptable quality or is otherwise not making adequate progress. I = Used when the quality of the work is satisfactory, but some minor yet essential requirement has not been completed in the timeframe expected.

The rational for the proposed change is that the current grading system for Thesis and dissertation credits is confusing to students and faculty, who do not understand why and Incomplete is issued when the work has been completed as expected. It also causes issues with Financial Aid, GE credit completion, and other areas where students are expected to complete a certain number of credits each term.

Assistant Dean Nagel explained to the Council that these are procedural questions that do not need a vote but the Graduate School would like the Graduate Council’s input on these changes.

Assistant Dean Nagel reported that Graduate Coordinators were concerned about the consequence of receiving an N because dissertation work is ambiguous, and it would be difficult to determine if the student did enough work done with the dissertation to get a B if we went to a grading system.

Associate Professor Hendrix stated that if we go to a grading system, when students go into the job market, they could be excluded from consideration because they received grades such as B on their dissertation work.

Dean Woodruff-Borden stated that the current system of giving students an I doesn’t tell us if the student is making satisfactory progress. Assistant Professor Girvan suggested giving a high pass or low pass, so it doesn’t affect a student’s GPA.

Assistant Dean Nagel suggested using a different letter or something like IP that indicates the work is an ongoing process. Dean Woodruff-Borden asked about using an entirely separate letter, like Z.

Associate Dean Karduna stated that the Graduate School will discuss this further and will come back to the Graduate Council with suggestions.

Proposed Policy on Incomplete Grades in Graduate Courses

Associate Dean Karduna reported that under the current policy graduate students must convert a graduate course grade of I into a passing grade within one calendar year of the term the course was taken. After one year, the student must petition to the Graduate School for the removal of an incomplete.

The proposed policy mirrors the undergraduate policy. Graduate students have one calendar year to make up an incomplete. Earlier deadlines may be set by departmental policy or by an individual instructor. Failure to make up the incomplete by the end of one calendar year will result in the mark of I automatically changing to a grade of F or N. Accumulation of more than eight credits of incompletes is considered unsatisfactory progress.

The rational for change is that the current policy of requiring incompletes to be resolved within one year is essentially not enforced. The Graduate School should either enforce the one-year limit by implementing a consequence (conversion to an F) or eliminate it and allow departments and individual instructors to determine the appropriate timelines for completing the work. In either case, the number of accumulated incompletes should be seen as one measure of overall satisfactory academic progress (SA) and tied to the SAP policy.

Dean Woodruff-Borden noted that it is a problem to have incomplete grades stay on a student’s transcript permanently. Assistant Dean Nagel reported that Graduate Coordinators have asked if a student is on
leave, can they keep extending to the time to convert the I into a passing grade instead of converting it within one year.

Assistant Professor Givin stated that if an I grade turns into an F, the student can retake the class.

**Proposed Policy on Repeatable and Non-Repeatable Graduate Courses**

Assistant Dean Nagel stated that currently there is no policy on the circumstances in which graduate students can retake a class. The following proposed policy codifies what is already happening:

**Repeatable Courses**

- Some University of Oregon (UO) courses are repeatable for credit (for example, when the content of the course differs from previous offerings of the course). If a course has been approved by the UOCC as repeatable for credit, any restrictions for the course are listed in the course catalog, including limits to credits and number of times the course may be repeated.

- Students who have reached the limit will not be permitted to register again for the course without petitioning for prior approval from the Academic Requirements Committee (ARC) through the Office of the Registrar [or though the Graduate School?].

- Credits for repeatable courses are awarded each time the course is completed, up to the established limits.

- All graded attempts of repeatable courses taken at the UO are calculated into the term and cumulative GPAs.

**Non-Repeatable Courses**

- Students who earned a C or better or Pass in a course that is non-repeatable may not register again for the course without petitioning for prior approval from the ARC [or petition Graduate School?].

- Students who have not earned a C or better or Pass in any course taken at the UO may enroll in non-repeatable courses without prior approval, but no more than three times in total. Exceptions to this policy may be granted by the ARC [or petition Graduate School?].

- Credits for non-repeatable courses are awarded only one time.

- Only the most recent graded attempt of repeated courses taken at the UO are calculated into the term and cumulative GPAs.

Assistant Professor Givian suggesting allowing students to retake a class if they have a grade below the program’s requirement for what equals a passing grade. Assistant Dean Nagel said that this would be hard to track if departments differ as to what equals a passing grade.

**Proposed MA Foreign Language Policy**

The proposed policy states that departments and programs have the option of requiring or not requiring a foreign language or languages. If one or more languages are required, the degree-granting unit is responsible for monitoring that requirement.
Associate Professor Moore expressed concern about the elimination of the language requirement and noted that there are many different ways to fulfill the language requirement. She believes the focus should rather be what is an M.A. degree and what is an M.S. degree.

Dean Woodruff-Borden suggested that graduate programs should be allowed to determine what, if any, language requirements are required in order to enhance and complement their students' graduate coursework and research.

The Council adjourned at 5:05pm.

Respectfully submitted,

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Nicholas Proudfoot
Graduate Council Secretary