MINUTES
The Graduate Council
April 15, 2015
Johnson Hall Conference Room

Members Present: Barbara Altmann (ex officio); Andy Berglund (ex officio); Bruce Blonigen (ex officio), Ron Bramhall (ex officio); Lara Bovilsky, Krista Chronister, Aniko Drilik-Muehleck, Kassy Fisher (ex officio), Leonardo Garcia-Pabon, Erik Girvan; Victoria Herman, Sara Hodges, Joseph Lowndes, Scott Pratt (ex officio), Thomas Ptak, John Russo, Mark Watson (ex officio), Frances White, and Ben Yang

Members Absent: Alexandre Dossin, David Riley, and Yizhao Yang

Graduate School Staff in Attendance: Kellie Geldreich, and Marcia Walker

The meeting was called to order at 3:35pm. The March 18, 2015 Graduate Council minutes were approved as distributed.

New Business

Graduate School Dean's Goals and Priorities

Dean Pratt said that he is excited to begin his role as the Dean of the Graduate School. He noted that the Graduate School has not had a full-time dean since 1984. The Graduate School separated from the Office of the Vice President for Research and Innovation last May, resulting in an opportunity for growth. Dean Pratt also noted that the Assistant Dean position at the Graduate School is evolving, and collective bargaining and grievance issues are moving to Human Resources. This will give the Graduate School more capacity.

Dean Pratt outlined his priorities for the Graduate School:

1. Providing support for graduate students starting at orientation and continuing throughout their tenure at the UO as well as providing career planning support.

2. Data collection and developing matrixes to better understand programs. For example, what's successful in the humanities may be different in the sciences.

3. Production of doctoral degrees. The UO also has fewer post-doctoral students when compared to our competitors.

4. New program development, including on-line delivery of classes. The Graduate Council will provide important faculty oversight in this area.

5. Fundraising. The Graduate School has .5 FTE of a development officer.

Dean Pratt stated that the Graduate Council is crucial in providing faculty oversight for new programs and making sure they are credible. He noted the importance of getting new proposals in the pipeline earlier, so they are in complete form when they come to the Graduate Council for approval.

Introduction to the Proposed Prevention Science Programs, Counseling Psychology and Human Services

Professor Leslie Leve of Family and Human Services and Professor Benedict McWhirter of Counseling Psychology, attended this Graduate Council meeting to present an overview of these proposals. The external report will be available on April 20, 2015, and the finalized proposals will come before the Graduate Council at its May, 2015 meeting.

Professor Leve defined prevention science as oriented at promoting health and well-being and preventing adverse outcomes for individuals and families. She noted that the disciplinary foundation of prevention
science is multidisciplinary, integrating theories and methodologies from the disciplines of human development, education, behavioral sciences (e.g., psychology, sociology, developmental neuroscience), economics, evaluation, epidemiology, and public policy and administration.

Professor Leve stated that if approved, there will be three new degree programs: Ph.D. in Prevention Science and Health Promotion (PSHP); M.S. in PSHP; and M.Ed. in PSHP. The goal is to have students complete the Ph.D. in four years. The M.S. degree focuses more on research. Professor Leve then opened the floor to questions from Council members.

Professor Hodges asked if other schools have prevention science programs similar to what is being proposed. Professor McWhirter stated that the UO is at the front of the line, but not first.

Dean Berglund noted that the External Review Committee for the Prevention Sciences programs met on Friday, April 10th. Senior Vice Provost of Academic Affairs Altmann reported that the External Review Committee was very enthusiastic about these programs.

Associate Professor Russial asked about the M.S. program requirement to complete a research paper instead of a thesis. Professor McWhirter responded that the M.S. research paper is fundamentally a thesis with the same rigor required. He noted that the fact that a student is published is found to be more beneficial to their career than completing a thesis.

**Necessary Materials Checklist for New Graduate Program Proposals**

Kellie Geldreich, Academic Affairs Manager at the Graduate School, explained that the draft Checklist presented was an internal checklist for use by proposers of new graduate programs and for updating the steps as outlined on the Academic Affairs website. Associate Professor Lowndes added that the checklist developed by the Graduate School is a road map for proposers who want to get proposals in complete form to Graduate Council for approval.

Assistant Vice Provost for Academic Affairs Bramhall stated that CourseLeaf will be coming on line for proposals next year and will provide the necessary steps for submitting new proposals.

Dean Berglund noted that the Graduate School Dean or Associate Dean sits on the UO Committee on Courses (UOCC) and has insight into what has been submitted to the UOCC. Ms. Geldreich stated that the Checklist notes that new proposed courses need to be submitted to the UOCC.

Vice Provost Bramhall believes CourseLeaf will help build logical flow for submitting proposals. Vice Provost Altmann suggested having Graduate School representatives provide input when the CourseLeaf program is developed. She stated that CourseLeaf will make a clear work flow in submitting proposals and will reduce confusion and irritation with the process.

Mark Watson, Associate Dean for Research Services at the UO Libraries, proposed adding to the checklist budgeting for UO Library services. He suggested that there may be a need for a formal sign-off from the Library.

Professor Lowndes suggested adding an explanation next to each item on the checklist. Vice Provost Bramhall added that pop-up bubbles with explanations can be added to the program proposal information in CourseLeaf.

Professor Herman suggested adding to the checklist what departments will do to track progress of students and to advise and mentor students regarding their career path.

Professor Russial thought it important that new program proposers specify who will actually teach the courses. Vice Provost Bramhall stated that at the undergraduate level, this is required.

Professor Herman suggested providing an example of a “perfect” proposal, to show how proposals are best done. Associate Professor Bovilisky thought that such an example proposal should be annotated so new proposers would understand the significance of each item.
Vice Provost Bramhall thought it would be beneficial to add a timeline, so proposers would have an idea of how long the process takes.

Assistant Professor Ben Yang suggested having two or three members of the Graduate Council sit on a Committee to act as "gatekeepers," making sure the proposal is complete before it comes to Graduate Council for approval.

Ms. Geldreich will incorporate the Graduate Council suggestions of what should be added to the checklist and will send it to Council members by email.

**Old Business**

None.

**Deans Updates/Announcements**

Ms. Geldreich reminded Council members of the Three Minute Thesis (3MT) competition for graduate students with preliminary rounds from 5:00-6:30pm on April 17 and 24, and UO’s final round on May 1, with all UO rounds held in 177 Lawrence. Statewide finals are from 3:00-5:00pm on May 16, at Oregon Health and Science University.

Assistant Dean Kassy Fisher reviewed a slide listing award winners of the UO Public Impact Graduate Fellowship, the Betty Foster McCue Scholarship, the Gary E. Smith Summer Professional Development Award, the Margaret McBride Lehrman Fellowship, the Southeast Asian Studies Award, and the Himes Memorial University of Oregon Doctoral Research Fellowships. Upcoming graduate student awards with an April 28 submission deadline are: the Graduate Teaching Excellence Award, the Julie and Rocky Dixon Award, the Oregon Sylff Graduate Fellowship’s for International Research; and the Margaret Wiese Graduate Research Award. The Kimble First Year Teaching Award has an application due date of June 26 this year.

Dean Fisher also reviewed a slide outlining the Excellence Awards for Directors of Graduate Studies; Graduate Coordinators; and Outstanding Mentors in Graduate Studies. 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 June 1, 2015.

**Adjourn**

The Council adjourned at 5:03pm.

Respectfully submitted,

Frances White
Graduate Council Secretary