

Approved September 9, 2019

Minutes of the Meeting of the University Committee on
Graduate Studies
April 15, 2019 Chittenden Hall, 1st Floor
Conference Room

Participants: B. Burke (COGS), A. Cognato (CANR), A. Contreras (CVM), N. Costello (LAW), J. Dirx (COE), D. Hardison (CAL), P. Horner (CSS), D. Hershey (NUR), D. Kaminski (COGS), C. Hogan (BUS), T. Hogan (EGR), P. Horner (CSS), M. Morgan (CSS), A. Choo (BUS), A. Paganini (CHM), S. Riley (CANR), T. Sharkey (CNS), M. Tai (COM), K. Tollefson (CNS), G. Wittenbaum (CAS), D. Wong (COE), T. Jeitschko (GRAD)

The meeting was called to order at 3:02pm

AGENDA

1. Approval of Agenda *Motion to approve, seconded, and carried*
2. Approval of March 11, 2019 Minutes (Attachment) *Motion to approve, seconded, and carried*
3. Remarks from the Chairperson (Wittenbaum)

Chair announced that this the last meeting of the academic year. Offered thanks to the committee for work this year, especially officers, the subcommittee chairs, and COGS representatives.

4. Remarks from the Dean of the Graduate School (Jeitschko)

Dean provided updates on the new Student Information System (SIS). SIS advisory group for the Dean met for the first time to insure that the new system serves both the Graduate school and graduate program needs. Timeframe for the transfer to the new system is likely to be two years.

Dean is also moving forward with new staffing in the Graduate school regarding data analysis.

5. Remarks from the COGS Representative (Burke)
B. Burke introduced Meagan Abel as the new COGS Eboard President and will serve as the new COGS representative to UCGS next year.
6. University Committee on Graduate Studies Subcommittees

Curriculum and Program Review Committee (A. Paganini)

Subcommittee conducted a census for Dean regarding graduate specializations and certificates. This report has been submitted and the file is currently on the UCGS D2L site. Enrollment data for the past 10 years has been included in the report.

Subcommittee considered agenda items #8 and #9 and recommended their passage

Academic Research Policy Subcommittee (C. Hogan)

Committee has completed their review of Research Integrity Officer (RIO). ISPPR handled distributing the confidential survey. Committee reviewed survey results and drafted a report which has been shared with the committee. The subcommittee did not find any significant areas of concerns. Dean suggested that a statement be added to the report regarding small sample and response size.

Graduate Instruction, Employment, Mentoring Subcommittee

No report

7. *Election of UCGS Officers for 2019-2020

Gwen Wittenbaum (Chair)
Kirsten Tollefson (Vice-Chair)
Mindy Morgan (Secretary)

Motion to approve, seconded, and carried

8. **Request to change the requirements for the **Professional Program in Osteopathic Medicine** leading to the Doctor of Osteopathic Medicine degree in the College of Osteopathic Medicine.

Motion to approve, seconded, and carried

9. **Request to change the requirements for the **Master of Science** degree in **Forensic Science** in the School of Criminal Justice.

Motion to approve, seconded, and carried

Committee recommends UCC check on whether concentrations are transcriptable. The answer to Question 14 states that they are not.

10. *Request to change the requirements for the **Master of Science** degree in **Law Enforcement Intelligence and Analysis** in the School of Criminal Justice.

Motion to approve, seconded, and carried

11. *Request to change the requirements for the **Master of Arts** degree in **Health and Risk Communication** in the College of Communication Arts & Sciences.

Motion to approve, seconded, and carried

12. *Request to change the requirements for the **Master of Arts** degree in **Applied Behavior Analysis** in the Department of Counseling, Educational Psychology, and Special Education.

Motion to approve, seconded, and carried as amended below.

Under Admissions requirements, enrollment should remain fall and not change to summer as

indicated. Concluding paragraph under admission requirements should read: "Students will be admitted only during fall semester."

13. *Request to change the requirements for the **Graduate Certificate in Applied Behavior Analysis in Special Education** in the Department of Counseling, Educational Psychology, and Special Education.

Motion to approve, seconded, and carried

14. *Request to change the requirements for the **Master of Science in Nursing** degree in **Nursing**.

Motion to approve, seconded, and carried

15. *Request to change the requirements for the **Doctor of Nursing Practice** degree in **Nursing Practice**.

Motion to approve, seconded, and carried

16. *Request to change the requirements for the **Graduate Certificate in Sport Coaching and Leadership** in the Department of Kinesiology.

Motion to approve, seconded, and carried

17. *Request to change the requirements for the **Master of Science** degree in **Sport Coaching and Leadership** in the Department of Kinesiology.

Motion to approve, seconded, and carried

18. *Request to establish a **Master of Science** degree in **Athletic Training** in the Department of Kinesiology.

Motion to approve, seconded, and carried

19. SIRS redesign (Stewart)

Presentation regarding the requests to review and revamp SIRS forms. Group is asking for faculty support of this revision. White paper has been developed that cites current literature and looks at best practices at other institutions.

Chair recommended that this issue be taken up by the University Steering Committee at the beginning of the 2019-2020 Academic year. SIRS revisions needs to go to both undergraduate and graduate committees. The process needs to start next year with the steering committee.

20. Mentoring (McDaniels)

Melissa McDaniels representing the Graduate School and the Graduate School Mentoring taskforce presented an update on recent work regarding mentoring (see handout). The taskforce will be concluding their work this fall.

21. Roundtable: no topics were introduced

22. Adjournment

Meeting adjourned at 5:00pm.

** Being reviewed by the Curriculum and Program Review Subcommittee for a recommendation to the full committee.