

Approved 10-14-2019

Minutes of the Meeting of The University Committee on
Graduate Studies
September 9, 2019
110 Chittenden Hall

Participants: M. Abel (CSS/COGS), N. Costello (LAW), A. Gilad (CHM), D. Hershey (CON), D. Hardison (CAL), D. Jones (Law/COGS), K. Kim (BROAD), R. Lorenz (COM), M. Morgan (CSS), A. Nair (BROAD), J. Riebschleger (CSS), M. Rubino (CANR), N. Sepulveda (EGR), T. Sharkey (CNS), K. Tollesfson (CNS), B. Van Dyke (CAL), G. Wittenbaum (CAS), D. Wong (COE), T. Jeitschko (GRAD), T. Nunez (GRAD)

The meeting was called to order at 3:00pm

AGENDA

1. Approval of Agenda *Motion to approve, seconded, and carried*
2. Approval of April 15, 2019 Minutes (Attachment) *Motion to approve, seconded, and carried*
3. Remarks from the Chairperson (Wittenbaum)
 - Welcome and Introductions
Chair welcomed returning and new members on the committee and introduced other officers serving this year: Kirsten Tollesfson (vice chair); and Mindy Morgan (secretary). Committee members introduced themselves. Chair provided an overview of the calendar and summarized work of the committee.
 - Sub-committee chairs and committee rosters
Chair discussed sub-committee responsibilities and introduced sub-committee chairs: Denise Hershey (Curriculum and Program Review), Tim Hogan (Academic Research Policy), Thomas Sharkey (Graduate Instruction, Employment, and Mentoring). Members were asked to sign up for sub-committees.
4. Remarks from the Dean of the Graduate School

Dean welcomed returning and new members to the committee. Reviewed the role of UCGS as stipulated in the By-Laws for Academic Governance. Reinforced that the Committee has important role in reviewing graduate and professional programs. Important for members to review the modes of participation that have been made available.

Dean discussed impending changes that are necessary as a result of the adoption of a new Student Information System (SIS). In advance of the transition to the new system, there needs to be better documentation of graduate programs. UCGS Subcommittees

will be tasked this year with this work of standardizing this documentation. Dean also discussed the implementation of the strategic plan this academic year, particularly in the area of mentorship.

5. Remarks from the COGS Representative (Abel)

COGS is still working to fill all available position. This will likely be done before the next meeting. Representative discussed the areas of overlapping interest between COGS and UCGS, particularly the issue of making research assistantships (RA) educationally enriching.

6. *UCGS “Operating procedures” (Wittenbaum & Jeitschko)

- Chair discussed how UCGS meetings operate and encouraged members to review materials prior to each meeting. Information on how to review program requests is available on committee D2L site. Chair also discussed the role of the agenda committee.
- Chair proposed to have the agenda committee identify program requests with straightforward changes to be submitted to the Curriculum and Program Review subcommittee for review to then be forwarded as a block for full committee approval.

Motion to approve, seconded, and carried

7. *Sub-committee Chairs/Officers Ballot (Vote)

Following members were recommended for chairing subcommittees:

Denise Hershey (Curriculum and Program review)

Tim Hogan (Academic Research Policy)

Thomas Sharkey (Graduate Instruction, Employment, Mentoring)

Motion to approve, seconded, and carried

8. University Committee on Graduate Studies Subcommittees

Curriculum and Program Review Committee

Academic Research Policy Subcommittee

Graduate Instruction, Employment, Mentoring Subcommittee

No reports as subcommittees have not met yet.

9. *Request to delete the curriculum and degree requirements for the **Graduate Certificate in Food Safety and Toxicology** in the College of Veterinary Medicine.

Motion to approve, seconded, and carried

10. *Request to delete the curriculum and degree requirements for **the Graduate Specialization in Food Safety** in the College of Veterinary Medicine.

Motion to approve, seconded, and carried

11. *Request to change the name of the Linked **Bachelor of Science Degree in Electrical Engineering and Master of Science Degree in Electrical Engineering** in the Department of Electrical and Computer Engineering to Linked **Bachelor of Science Degree in Electrical Engineering and Master of Science Degree in Electrical and Computer Engineering**.

Motion to approve, seconded, and carried

12. *Request to change the name of the Linked **Bachelor of Science Degree in Computer Engineering and Master of Science Degree in Electrical Engineering** in the Department of Electrical and Computer Engineering to Linked **Bachelor of Science Degree in Computer Engineering and Master of Science Degree in Electrical and Computer Engineering**.

Motion to approve, seconded, and carried

13. *Request to change the requirements for the **Graduate Certificate in Children's and Young Adult Literature** in the Department of Teacher Education.

Motion to block agenda items #13-#20 for approval

Motion to approve, seconded, and carried

Motion to approve the items #13-#20 pending alignment of language across program requests

Motion to approve, seconded, and carried

14. *Request to change the requirements for the **Graduate Certificate in Elementary STEM Education** in the Department of Teacher Education.

See approval under Agenda item #13

15. *Request to change the requirements in the **Graduate Certificate in English Language Learner Education** in the Department of Teacher Education.

See approval under Agenda item #13

16. *Request to change the requirements for the **Graduate Certificate in Science Education** in the Department of Teacher Education.

See approval under Agenda item #13

17. *Request to change the requirements for **the Graduate Certificate in Qualitative Research Methods** in the Department of Teacher Education.

See approval under Agenda item #13

18. *Request to change the requirements for the **Graduate Specialization in K-12 English as a Second Language** in the Department of Teacher Education.

See approval under Agenda item #13

19. *Request to change the requirements for the **Graduate Specialization in Language and Literacy Education** in the Department of Teacher Education.

See approval under Agenda item #13

20. *Request to change the requirements for the **Graduate Specialization in Literacy and Language Instruction** in the Department of Teacher Education

See approval under Agenda item #13

21. *Request to establish a **Graduate Certificate in Teacher Leadership** in the Department of Teacher Education.

Motion to approve, seconded, and carried

22. *Request to change the requirements for the **Master of Science** degree in **Mathematics Education** in the College of Natural Science.

Motion to approve, seconded, and carried

23. *Request to change the requirements for the **Doctor of Philosophy** degree in **Mathematics Education** in the College of Natural Science.

Motion to approve, seconded, and carried

24. Roundtable No additional topics were raised

25. Adjournment

Adjourned 4:21pm

*Action Items