

**MICHIGAN STATE**  
**U N I V E R S I T Y**

**Minutes of the University Committee on Graduate Studies (UCGS) Meeting 09 19 22**

**Present:**

Anne-Lise Halvorsen (EDU)	Beau Zhang (COG)
Beth Herbel-Eisenmann (EDU)	Bruno Takahashi (CAS)
David Barondess (CHM)	Gary Hoppenstand (CAL)
Wynne Wright (ANR)	Joanne Riebschleger (CSS)
Hannah Jeffery (COGS)	Lili Yan (CSS)
Kyonghee Kim (BUS)	Lorraine Robbins (NUR)
Liza Potts (CAL)	Pero Dagbovie (ADMIN)
Noga Morag-Levine (LAW)	Robert Fowkes (VET)
Rajesh Kulkarni (CNS)	Tomas Hult (BUS)
Tom Sharkey (CNS)	Bismarck Amaniampong (COGS)
Zhihua Tang (MUS)	
Bethany Laursen (GRAD)	

**Absent:**

Mahmoodul Haq (ENG), Maria Kloboves (COGS) and Cathy Ernst (ANR)

**Guests:**

Provost Woodruff (ADMIN), Matt Harkey (EDU), Brittany Dillman (EDU), Liz Owens Boltz (EDU), Bo Norby (ANR), Noah Durst (CSS), Janice Siegford (ANR – for Cathy Ernst), & Dionne O’Dell (CAL)

**Preliminary Matters:** The full regular UCGS face to face and Zoom hybrid September 19, 2022 meeting was called to order at 3 PM by Chair Gary Hoppenstand.

1. **Approval of Agenda** – Motion by Sharkey to approve the meeting agenda. Support. The agenda was approved.
2. **Approval of Minutes** from April 18, 2022: Motion by Hannah Jeffrey to approve the minutes. Support. The minutes were approved.
3. **Remarks from the Chairperson:** Chair Gary Hoppenstand welcomed attendees to the meeting. He thanked Bethany Laursen for her support for the Committee. He also thanked Anne-Lise Halvorson (vice-chair) and Joanne Riebschleger (secretary) for serving on the committee. He thanked Provost Woodruff and Dean Dagbovie for attending and supporting the work of the committee.
4. **Remarks from the Provost:** Theresa Woodruff talked about the administration’s strong support for graduate students and noted the incoming leadership of Dean Pero Dagbovie. Negotiations for RA/GA, and TA salary support is underway.

**5. Remarks from the Dean of the Graduate School:** Pero Dagbovie discussed his focus on student success and explained this aligned with the MSU strategic plan. He is planning to attend the UCGS meetings regularly.

**6. Remarks from the COGS President:** Hannah Jeffery expressed appreciation for the inclusion of student voice in the work of UCGS. She said this makes for a strong leadership team. She noted that COGS and UCGS/MSU have common goals, such as supporting student mentoring and financial resources to enhance student success,

**7. UCGS opening business:**

**a. Adoption of UCGS guidelines:** The chair reviewed the functions of the committee by modes of participation. He reviewed the committee guidelines for reviewing graduate program requests. Additionally, the chair reviewed the UCGS procedures. Motion by Kim to adopt the UCGS guidelines. Second. Motion to adopt UCGS guidelines was approved.

**b. Sub-committee chairs elections:**

Motion by Zhang to elect Tom Sharkey as chair of the Curriculum and Program Review Subcommittee. Second. Motion passed.

Motion by Zhang to elect Tom Hult as chair of the Academic Research Policy Subcommittee. Second. Motion passed.

Commented [EC1]: I did not make this motion because I was not present at the meeting.

Motion by Sharkey to elect Bruno Takahashi as chair of the Graduate Instruction, Employment, and Mentoring Subcommittee. Second. Motion passed.

**c. Subcommittee sign-ups:** The following are members of the UCGS subcommittees:

Curriculum and Program Review Subcommittee	Academic Research Policy Subcommittee	Graduate Instruction, Employment, and Mentoring Subcommittee
Tom Sharkey, chair Beau Zhang Cathy Ernst Kyonghee Kim Zhi-hua Tang Rajesh Kulkarni Robert Fowkes	Tom Hult, Chair Hannah Jeffrey Maria Kloboves Wynne Wright/Kim Chung Kyonghee Kim Lorraine Robbins Noga Morag-Levine Mahmoodul Haq	Bruno Takahashi, Chair Bismarck Amaniampong Brady Tyburski David Barondess Beth Herbel-Eisenmann Lili Yan Liza Potts/Trixie Smith [TBD representative from COM]

**d. Election of two non-medical faculty to the University Graduate-Professional Judiciary:**

Motion by Sharkey to elect Anne-Lise Halvorson and Joanne Riebschleger as non-medical faculty to the University-Professional Judiciary. Second. Motion passed.

**e. Proxies from UCGS for University Council and Faculty Senate meetings:** Motion by Hoppenstand to designate Anne-Lise Halvorson as proxy to the Faculty Senate, University Council, and University Steering Committee. Support. Motion passed.

**8. Referral from Steering Committee: SIRS Revision:** Initial discussion led by Gary Hoppenstand. Then there was a motion by Halvorson to amend the Steering Committee SIRS revision group to include a member or members with strong computer and technical skills. Support by Jefferson. Motion passed.

**9. Request to Change the Requirements for the Master of Science Degree in Athletic Training:**

Matt Harkey explained the request to change admission requirements by dropping the GRE and allowing additional language competency tests in addition to the TOEFL. Motion by Tom Sharkey to approve the requested admission requested changes. Second by Lorraine Robbins. Motion passed.

**\*\*Intro to 10, 11, 12, and 13:** Brittany Dillman and Liz Owens discussed items 10, 11, 12, and 13. These are requests for a new online certificate in learning design, a new certificate in learning design leadership, a new Master of Art degree in learning experience design, and a new graduate certificate in learning sciences

Motion by Sharkey, support by Robbins, to vote on the items as a group. Motion passed.

**10. Request for a New Graduate Certificate in Learning Design**

**11. Request for a New Graduate Certificate in Learning Design Leadership**

**12. Request for a New Master of Arts Degree in Learning Experience Design**

**13. Request for a New Graduate Certificate in Learning Sciences**

Motion by Sharkey, support by Robbins, to support request items 10, 11, 12, and 13. This includes 10) a new graduate certificate in learning design; 11) a new graduate certificate in learning design leadership; 12) a new Master of Arts degree in learning experience design; and 13) a new graduate certificate in learning sciences. Motion passed.

**14. Request to Change the Requirements for the Doctor of Veterinary Medicine Degree in Veterinary Medicine:** Bo Norby described the request to require those entering in program fall

semester to complete all pre-requisite coursework by July 1<sup>st</sup> of the same year. Motion by Jeffrey to approve this prerequisite admission change. Support by Takahashi. Discussion. Motion passed.

**\*\*Intro to items 15 and 16:** Motion by Sharkey, support from Robbins, to vote on items 15 and 16 as a block. Motion passed. Noah Durst clarified the requested changes to the Master of International Planning Studies and the Master in Urban and Regional Planning

**15. Request to Change the Requirements for the Master of International Planning Studies Degree in International Planning Studies**

**16. Request to Change the Requirements for the Master in Urban and Regional Planning Degree in Urban and Regional Planning**

Motion by Sharkey, support from Robbins, to support requests for changes in the (15) Master of International Planning and 16) the Master in Urban and Regional Planning. Discussion. Motion passed.

**Intro to items 17-20:** Motion by Kim to vote on items 17-20 together. Support. Discussion including input from Steven Gray. The committee asked if the College of Education had been consulted given the removal of requirements to take several courses in Teacher Education. Gray followed up after the meeting and confirmed that the College had been consulted.

**17. Request for a New Linked Bachelor of Science Degree and Master of Arts Degree in Agriculture, Food and Natural Resources Education**

**18. Request to Change the Requirements for the Master of Arts Degree in Agriculture, Food and Natural Resources Education**

**19. Request to Change the Requirements for the Master of Science Degree in Community Sustainability**

**20. Request to Change the Requirements for the Master of Science Degree in Sustainable Tourism and Protected Area Management**

Motion by Halvorson to approve the requested changes: 17) to develop a new linked Bachelor of Science degree and Master of Ars degree in agriculture, food, and natural resources; 18) a change in the requirements for the MA degree in agriculture, food, and natural resources education; 19) a change in the requirements for the MS in community sustainability; and 20) a change in the requirements for the MS in sustainable tourism and protected area management. Support by Kim. Discussion. Motion passed.

**21. Request to Change the Requirements for the Doctor of Philosophy Degree in Nursing:**

Lorraine Robbins discussed the request to change requirements for full time and part time nursing students. Motion by Halvorson to approve the request. Support. Motion passed.

**\*\*Intro to items 22-24:** Motion by Sharkey to vote on items 22-24 as a group. Support. Motion passed.

**22. Request to Change the Requirements for the Master of Arts Degree in Arts, Cultural Management and Museum Studies**

**23. Request to Change the Requirements for the Graduate Certificate in Museum Studies**

**24. Request to Change the Requirements for the Graduate Certificate in Arts and Cultural Management**

Dionne O'Dell discussed and answered questions about proposed changes explicated in items 22-24. Motion by Jeffrey to support requested changes for requirements for: 22) the MA in arts, cultural management, and museum studies; 23) the graduate certificate in museum studies; and 24) the graduate certificate in arts and cultural management. Support from Robbins. Motion passed.

**25. Roundtable:** Discussion of UCGS committee members' difficulties hearing in Room 110 and online. Dean Pero Dagbovie said he would work on acquiring microphones in the meeting room.

**26. Adjournment:** The meeting was adjourned at 4:35 PM.

Submitted by,



Joanne Riebschleger,  
Secretary for the University Committee on Graduate Studies

**Approved: October 17, 2022**