



**Present:** Andre Lee, Joseph Lulloff, Kyoo il Kim, Sarah Cox, Jeremy Francis, Alfred (AJ) Robinson, Gregory Fink, Joseph Hamm, Tomas Hult, Priyanka Kothari, Megan Arney, David Barondess, Teresa Dunn, Robert Fowkes-Gajan, Kyonghee Kim, Guowei Wei, Ruth Shillair, Rita Strakousky, Miles Roberts, Pero Dagbovie, Trixie Smith, Maria Claudia Lopez Perez, David Ahyong, Rebecca Jacobsen, Kara Schrader, Kimberly Chung

**Absent:** Beau Zhang

A regular meeting of the UCGS was held on 02, 17, 2025 at 3pm via MS Team with Trixie Smith presiding. The agenda was approved as presented. The minutes of the 1, 27, 2025 meeting were approved after one correction.

**1. Remarks from the Chairperson (Trixie Smith)**

- a. Reports from Faculty Senate
- b. Reports from University Council

**2. Remarks from the COGS (Priyanka Kothari)**

- a. COGS is hosting the 17<sup>th</sup> Annual Graduate Academic Conference on Saturday, February 22, 2025.
- b. COGS is hosting the Graduate Resource Series every Tuesday from 2-3 PM on zoom. Next session features MSU HR to discuss graduate health insurance plans on Tuesday, February 25, 2025.
- c. COGS will hold E-board elections in the March full council meeting, so there will be some changes in the COGS leadership in upcoming weeks.

**3. Remarks from Dean of the Graduate School (Pero Dagbovie)**

- a. Appreciation to the UCGS committee
- b. Federal funding changes are a concern, particularly for graduate students supported by Federal grants. It's important to ensure that these students feel secure and that their well-being is prioritized as the University navigates this challenge.

**4. Reports and/or announcements from sub-committees**

- a. Tomas Hult (Academic Research Policy)
- b. Andre Lee (Curriculum and Program Review)



5. \*\*Request to change the requirements for the **Master of Science** degree in **Packaging** in the School of Packaging.
6. \*\*Request to change the requirements for the **Doctor of Philosophy** degree in **Packaging** in the School of Packaging.
7. \*\*Request to change the requirements for the **Graduate Certificate** in **Special Education**
8. \*\*Request for a Moratorium on Admission to the **Master of Science Degree** in **Integrated Secondary Science Education**.

Trixie Smith asked for a motion to approve or deny (5-8 Block votes).

- a. Kimberly Chung moved to approve.
- b. AJ Robinson seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

9. \*Request to change the requirements for the **Master of Science** degree in **Biosystems Engineering** in the Department of Biosystems and Agricultural Engineering. (*rep Yan (Susie) Liu*)
10. \*Request to change the requirements for the **Doctor of Philosophy** degree in **Biosystems Engineering** in the Department of Biosystems and Agricultural Engineering. (*rep Yan (Susie) Liu*)

Yan (Susie) Liu reviewed the proposal in person.

(AJ Robinson) An appendix or copies of the proposed changes (including the list of courses) should be attached to the application.

(Andre Lee) Clarification for Item 6: Replace the qualifying exam with the comprehensive exam. Specify whether students are admitted directly to the PhD program or from a Master's to PhD pathway (Yan Liu: admits both). Additionally, clarify who serves on the comprehensive exam committee and when students select their guidance committee.



(Trixie Smith) The guidance committee should be formed by the end of the 2nd semester. However, the timing for this requirement is unclear for students on regular admission versus provisional admission tracks.

(Joseph Lulloff) Clarification is needed on the timeframe for retaking the exam if a student fails on the first attempt.

(Kimberly Chung) What is the reason for changing the timing of the comprehensive exam?

(Priyanka Kothari) Why is the exam timeline being shortened from five years to two years? Will students be adequately prepared for this accelerated schedule? Additionally, how will readiness be ensured for both the written component (administered by the committee) and the oral component of the exam?

(Joseph Lulloff) From the student's perspective (e.g., for medical or other compelling reasons), is there an option to request an extension? (Yan Liu: possible following the existing University policy on this matter.)

(Andre Lee) If this document is approved, when would the changes take effect (e.g., Fall 2025)? How would these changes impact current students? Additionally, clarification is needed on the term "primary author": How is this defined—by the department? And what procedures are in place to resolve potential conflicts?

(AJ Robinson) Agrees that the definition of primary authorship needs to be clarified.

(Kimberly Chung) There are also concerns about potential conflicts regarding primary authorship.

(Kara Schrader) It appears that the statement related to this policy is already in place, suggesting that it has been approved and is currently in effect.

Trixie Smith asked for a motion to approve or deny (Item 9).

- a. Andre Lee moved to approve.
- b. Joseph Lulloff seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

(Andre Lee) For Item 10, request clarification from the department.

Trixie Smith called for a motion to approve or deny the request to send Item 10 back to the department for clarification.



(Kara Schrader) Clearly outline the specific points that require clarification.

(Priyanka Kothari) Further clarification on how students can fulfill the requirements.

(Joseph Lulloff) Should it be up to their faculty to decide whether further clarification is needed?

(Kimberly Chung) Which version of the handbook should students follow: the one in effect at the time of admission or the revised version? (Trixie Smith: this decision is up to the department.)

- a. Andre Lee moved to approve.
- b. Joseph Lulloff seconded.
- c. All others in favor, no one opposed, three abstained.
- d. Motion passed.

**11.\*Request to establish a **Master of Science** degree in **Food Regulatory Affairs** in the Department of Food Science and Human Nutrition. (rep Neal Fortin)**

Neal Fortin reviewed the proposal in person.

(AJ Robinson) Coursework requirements need to be revised, and a list of elective options should be provided. Additional faculty may be needed to support this degree program. (Neal Fortin: the current capacity is sufficient, as only one new capstone course is being proposed and eleven elective courses have already received internal approval.)

(Trixie Smith) Does a graduate certificate already exist? If so, can credits from the current certificate be transferred toward the master's degree?

(Andre Lee) Is the master's program thesis-based or course-based? (Neal Fortin: Plan B master's degree)

(Andre Lee) The expected enrollment is projected to be only 5 students, with a minimum enrollment requirement of 5. Should the target enrollment be set higher? Additionally, the program is designed to be completed within two years.

(Kyonghee Kim) All courses are delivered fully online, so why is there a concern about capacity?

(AJ Robinson) However, an increased number of students might place a burden on administrators. Since this is a master's degree program, students will need to go through the graduate school's administrative processes.



Trixie Smith asked for a motion to approve or deny.

- a. AJ Robinson moved to approve.
- b. Andre Lee seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

**12.\*Request to establish pass through for students pursuing the **Doctor of Nursing Practice** degree in **Nursing Practice**. (rep Mary Lynn Davis-Ajami)**

Mary Lynn Davis-Ajami reviewed the proposal in person.

(AJ Robinson) Would students who do not qualify for the Doctor of Nursing Practice be excluded from admission? (Mary Lynn Davis-Ajami: this is not a concern, as the selection process is very strict.)

Trixie Smith asked for a motion to approve or deny.

- a. AJ Robinson moved to approve.
- b. Kimberly Chung seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

**13.\*Request to change the name of the **Master of Science degree in Sport Coaching, Leadership and Administration** in the Department of Kinesiology to Applied Sport Sciences. (rep Jenny Roth)**

**14.\*Request to change the requirements for the **Graduate Certificate in Sport Coaching** in the Department of Kinesiology. (rep Jenny Roth)**

**15.\*Request to change the name of the **Graduate Certificate in Sport Leadership and Administration** in the Department of Kinesiology to Sport Leadership and Management. (rep Jenny Roth)**

Jenny Roth reviewed the proposal in person.

(Pero Dagbovie) Do the proposed name changes align with the naming conventions used by other Big Ten institutions and AAU members?

(Sarah Cox) How will the addition of seven new courses be managed? (Jenny Roth: two new faculty members have been hired to support this.)



Trixie Smith asked for a motion to approve or deny (13-15 Block votes).

- a. Andre Lee moved to approve.
- b. AJ Robinson and Sarah Cox seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

**16.** \*Request to delete the curriculum and degree requirements for the **Master of Science** degree in **Sustainable Tourism and Protected Area Management** in the Department of Community Sustainability. (*rep Michael Everett*)

**17.** \*Request to delete the curriculum and degree requirements for the **Doctor of Philosophy** degree in **Sustainable Tourism and Protected Area Management** in the Department of Community Sustainability. (*rep Michael Everett*)

Michael Everett reviewed the proposal in person.

(AJ Robinson) Is there a possibility of restarting this program in the future, or is there no expectation of doing so? (Michael Everett: there are no faculty available to teach these courses, and no further teaching is planned.)

(Michael Everett) The faculty sees that students admitted to the Community Sustainability program also receive coverage in this area.

(AJ Robinson) Do graduates from both programs pursue the same career paths? (Michael Everett: Yes.)

(Andre Lee) How many students are currently enrolled? (Michael Everett: less than five)

(AJ Robinson) Current students will be allowed to complete the program under a grandfathering policy? (Yes)

(Andre Lee) Should we issue a memorandum instead, allowing current students to graduate under the existing degree requirements while stopping new admissions?

(Trixie Smith) We may grant provisional approval to allow current students to complete their degrees under the existing requirements.

(Kyonghee Kim) Will students still receive a degree in the discontinued program? What is the difference between placing the program under moratorium and fully deleting it now?



Trixie Smith asked for a motion to send back to the registrar (16-17 Block votes).

- a. Kimberly Chung moved to approve.
- b. Andre Lee seconded.
- c. All in favor, no one opposed, no one abstained.
- d. Motion passed.

**Adjournment**

**The meeting adjourned at 4:41pm.**

**\*Action item**

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

Kyoo il Kim, UCGS Secretary

---

**Approved:** [month, day, year]