

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

August 27, 2020

1 p.m. – 2:30 p.m.

WEBEX

Council in Attendance:

Mike Wittie (Engineering)
Christopher Livingston (Architecture)
Brock Smith (Agriculture)
Lisa Davis (Letters & Science)
Tricia Seifert (Education)
Dawn Tarabochia (Health & Human Development)
Bradford Watson (Faculty Senate)
Catherine Dunlop (Letters & Science)
Anne Christensen (Business)
Que Vo (International Programs)

Also in Attendance:

Lauren Cerretti (Graduate School)
Emily Peters (Graduate School)

Absent:

Wade Hill (Nursing)
Dennis Aig (Arts)
Craig Ogilvie (Dean of The Graduate School)
Sara Mannheimer (Library)

Meeting started at 1:02 pm on WebEx

April 29, 2020 minutes

- Correct Watkins to Watson
- Remove “Dr.” from Livingston’s title
- Motion to approve by Davis, 2nd by Smith, unanimously passed

Announcements

- **UGC Chair and Vice Chair**
 - Chris Livingston will serve as chair
 - Vice chair position currently vacant
 - Contact Livingston if interested in serving as vice chair
- **Welcome to new members:** Tricia Seifert (Education), Dawn Tarabochia (Health & Human Development), Bradford Watson (Faculty Senate), Catherine Dunlop (Letters & Science), and Mike Wittie (Engineering)
- **Faculty Senate update (Watson)**
 - Meetings are every other Wednesday at 3:10-4:30pm via Webex

- Open to the public; welcome to listen and provide public comment
- First meeting occurred last week
 - Faculty are encouraged to reach out to ADA and/or work with their department heads for COVID-19 accommodations
 - First “snowmester” approved by OCHE
 - Still early in the planning process
 - Primarily offered online
 - Focus is to get students caught up or ahead
 - Like summer teaching, could be additional compensation or could be a move from a spring course to a snowmester course to alleviate spring teaching load
 - Q: Is the snowmester and early fall start permanent?
 - A: Not discussed in the meeting

Old Business

- **Certificate in Mental Health Support**
 - First review during the last spring meeting, Livingston sent comments and questions to proposer
 - Questions/comments from first review: demand, enrollment, credit load clarification, explain additional resources, learning outcomes, could any of the courses be used toward the MS in Counseling?
 - Call for comments on revised proposal:
 - Workload capacity for the department? Do we have the faculty to support this with the hiring freeze?
 - Clarification: hiring moratorium – limited hires, as justified, can occur
 - Resources section (pg. 6): budgeting for \$10,000-\$14,000 for faculty hired. A summer position for non-tenure track? Maybe a professional in the field? What would the qualifications look like?
 - The plan seems to be to hire non-tenure track faculty on summer contract to teach these courses, particularly since the target audience is available primarily during the summer
 - Target audience needs counseling and helping skills, but not at the professional counselor level
 - Concerns about \$7,000 for advisor. Concern regarding turnover if this is a separate role. Concern if this is an additional role, will the existing position have the capacity to take it on?
 - The format is like the Addiction Counseling Certificate—a model the department has used and is familiar with. Half-time Program Advisor position: advising, marketing, and teaching.
 - Description of demand seems anecdotal. The need for this education seems clear, but will the teachers that need this training be compelled to actually pay for these courses and complete the certificate?
 - Are similar programs in high demand across the country?
- Livingston will ask the applicant for additional information
- **Graduate Certificate Policy**

- Review of the history of the proposal. Proposal would replace the text, “credit requirement is determined by the department” and would set a minimum credit requirement for certificates.
 - 12 credit minimum, with some exceptions
- Q: Is there any MUS requirement?
 - A: There is no BOR policy. Reviewed comparable schools.
- Is there a trend toward these certificate programs? Concern that departments will not have the resources if they are not able to get additional faculty lines.
 - The math certificate that started this policy review comes straight from the field. OPI requires nine credits of graduate study in your discipline to teach dual enrollment
 - Students were taking these same classes as non-degree. A certificate adds value for enrollment management and advising.
 - Review of other examples and reasons for certificates
 - UGC has seen an increase in certificate proposals
- Discussion on the administrative demand of these certificates. Even when courses already exist, the new programs add additional demand on staff.
 - Model seen with the new master’s in data science: once enrollment gets to a certain point, then you can request funding
 - Support staff become overburdened and overwhelmed
- How does UGC feel about the language of the certificate policy proposal?
 - Good to have a minimum
 - 12 credits is a good minimum, but would like to see the ability to accommodate other situations (beyond the listed agencies). Example: what employers in the field will pay for.
 - Exception could be granted if fewer than 12 credits are standard within the industry or field
 - The policy wording may not need to cover all these possible exceptions. The policy is for students to read. Usually try to avoid procedural items in policy. The specifics can be procedural guidance for UGC.
 - Is the language regarding policy exceptions too specific?
 - Consensus: Yes. Revise the language to be more general.
- Davis will send out revised policy before the next meeting

New Business

- **Selecting new student representative**
 - One graduate student sits on the council and provides student perspective
 - 6 applicants; review of applications
 - Call for nominations: Lucia Williams and Maureen Kessler
 - Maureen Kessler selected with 5 votes
- New poll will be sent out to see if a better time can be found
- Review of committees and availability of new members—will be addressed at the next meeting

Adjourned at 2:27 pm

Next scheduled meeting – September 10, 2020 WEBEX