

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

November 15, 2022

1:00 p.m. – 2:30 p.m.

President's Conference Room

Council in Attendance:

Wade Hill (Nursing)
Catherine Dunlop (Letters)
Marc Giullian (Business)
Michael Everts (Architecture)
Jane Mangold (Agriculture)
Brian Rossmann (Library)
Sweeney Windchief (Education)
Brennan Reeves (Office of International Programs)
Jennifer Thomson (Faculty Senate)
Heidi Koenig (Student Representative)
Craig Ogilvie (Dean of The Graduate School)

Also in Attendance:

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

Absent:

Arts Representative
Stephan Warnat (Engineering)
Katey Franklin (Health & Human Development)
Amy Reines (Sciences)

Meeting started at 1:00 pm

November 15, 2022 minutes

- Motion to approve by Thomson, 2nd by Hill, motion passes unanimously

Announcements

- **Update from the Dean**
 - Registration for spring
 - Sending email 11/16/22 to students that haven't registered yet – “piece of cake” campaign. Will have cake available for students at The Graduate School.
 - BOR on campus this week
 - Request to plan housing
 - Gallatin College facility
 - College Game Day

- Web traffic tends to increase around these types of events. Will waive application fee for anyone that submits an inquiry form on the website during this event.
- **Faculty Senate update (Thomson):**
 - Faculty compensation
 - 4% wage increase proposed in Governor's budget going to the legislature
 - Thomson will become chair in spring. Special election for the vice chair.

Old Business

- Officer election
 - Mangold motions to table election until December 6th meeting, Sweeney seconds
 - Motion approved unanimously
- Continuous enrollment policy
 - Review updates to re-enrollment section: make process of leaving and returning more student centered, added bullet that funding is not guaranteed upon re-enrollment
 - Suggest changing “who have stepped away” to “are not registered”
 - Certificate enrollment at the time of graduation is now 1 credit instead of 3 (policy update since this draft was created)
 - Suggest language “MSU welcomes students to return” – maybe not in the policy, but help students feel welcomed to return
 - Dean Ogilvie will add language to the preamble
 - Sweeney Motions to approve continuous enrollment policy with revisions, Mangold seconds
 - Motion passes unanimously

New Business

- Proposed code of student conduct revisions
 - Investigation, hearing, sanctions, appeal process
 - Defining violations. Example: plagiarism for graduate students also included theses, dissertations, conferences – may need more graduate perspective
 - When a student can be dismissed from a course when being disruptive – suggest considering when a graduate TA is running the class
 - Would this be in the faculty handbook instead of the student code of conduct?
 - Gray area that comes up a lot
 - Current student conduct code mentions instructor of record – gap is GTAs that are not instructors of record. Suggest GTAs could dismiss the student from the class and then report to the instructor of record. The instructor would then handle the case escalation.
 - Are TAs now the instructor on record?
 - Varies by department
 - Students representing the university at recognized events (ex: sports). Suggest adding research presentations at a conference.

- Input considered until next university council meeting in early December – can submit suggestions before then
- Student Bill of Rights: adding a definition of a student and making sure it is inclusive of graduate students
- Updates on policies from JAGS
 - Research Faculty as Committee Chairs: change to faculty handbook about research faculty serving as sole chairs of graduate committees. Existing policy allowed co-chairs.
 - Passed by graduate council – went to JAGS (Faculty Senate Leadership, Faculty Affairs Chair, Provost Office, legal): JAGS supported the process but didn't want a separate title for these faculty (i.e., associate faculty)
 - Concern from legal due to bargaining and anything associated with an official title
 - Draft now is Research Faculty who can serve as sole chair
 - Policy returned to UGC from JAGs. Was passed by UGC last year.
 - Support honoring the previous decision to approve the policy
 - Suggest adding language that the graduate student should be informed by graduate coordinator or department head (last paragraph)
 - Vote would be to approve the title change
 - Motion to approve with the revised title by Mangold, second by Giullian
 - Motion passes unanimously
- Founder's Day Awards
 - Starting this coming February 2 graduate students will be recognized by the foundation with a Founder's Day Award
 - Put out a call for departments to nominate a student
 - Request member(s) from UGC to review the nominations.
 - Criteria: excellence, contribution to community, demonstrates resilience
 - Students choose a faculty member to be recognized with them
 - Sweeney and Hill will help with reviewing nominations
- Professional master's admission process
 - Many types of degrees in The Graduate School, some programs do not complete a thesis or dissertation. Designed for students to move ahead in their career – very important for the land grant mission.
 - Using the term “professional master's” (formerly called plan B and C)
 - Becoming more proactive in marketing these programs. Data shows that students more likely to accept the offer from a university that is more welcoming, responds quickly, etc.
 - Current average time to decision from complete application is 40 days across these programs. National expectation is about 7 days.
 - Goal to increase the acceptance process. Feedback from departments that they have the expertise to decide. Including a process where The Graduate School can make the decision – complex decisions sent to department. Or department makes the decision but after 7 days the decision goes to The Graduate School.
 - Feedback so far is that departments have the expertise to make the decision (but needs to be sped up), some concern with the term “professional master's”

- This is a process of admission, not a policy change
- Feedback:
 - Clarify language about the minimum number of references to move forward
 - Is there capacity?
 - Department will set the capacity cap
 - Applicants will need to be made aware of the capacity and that applying earlier is recommended
 - Are there regional models for this approach?
 - There are models that The Graduate School makes the decision
 - If a department can't handle the applications during the summer, will turn off the application portal during that time
 - Is there a deadline for students to respond to the decision?
 - As a student applying, it wasn't helpful if a school wasn't responsive or was overly responsive: somewhere in the middle is best
 - Not a lot different than when a student gets multiple job offers – employers need answers in a certain timeframe. This is a skill they will need to develop.
 - Spend a lot of time reviewing international transcripts to make sure students have the background to be successful in the program and know what they will still need to take.
 - Professional doctorate needs a full application pool to make a decision.
 - Didn't include counseling, dietetics, MN
 - Priority deadline for funding. Could we similarly have a 7-day review priority deadline?
- Email any suggestions to Dean Ogilvie
- Once finalized, will send to faculty senate leadership to determine next steps

- Subcommittee Updates

Adjourned at 2:22 pm

Next scheduled meeting – December 6, 2022