

UNIVERSITY OF MICHIGAN  
Graduate School

Minutes of the Executive Committee  
Thursday, December 20, 1962  
12:00 M. Campus Club

Present: Professors S. R. B. Cooke, W. P. Martin, C. L. Nelson, W. A. Russell, W. G. Shepherd, D. R. Torbert; Dr. C. P. Barnum; Deans F. M. Boddy, T. W. Chamberlin, J. H. Kruskopf; Dean Bryce Crawford, presiding; Mrs. Shirley McDonald, Secretary.

1. Foreign Language Examinations - Dean Crawford asked Professor Torbert to report on the meeting he had called on December 7 for the purpose of discussing the present program of graduate language examinations. Professor Ramras commented that there are too many types of German examinations given and that the possibility of just one type is being explored. (He also mentioned that part of the Graduate School Bulletin copy pertaining to how the foreign language requirement may be met is incorrect. He said that the recommendation which had been made by the Language and Literature Group Committee included as the alternative to passing a proficiency examination, a grade of A in a 3rd quarter or a grade of B in a 4th quarter of a foreign language. Dean Crawford said that the Graduate School will review the recommendation as presented to the Executive Committee at the time this topic comes under discussion.) Those present agreed that orientation meetings should be held to answer students' questions on how to approach the study of a foreign language, what to expect in the study, etc. Mimeographed materials could be prepared for prospective students. It was proposed also that the Graduate School consider the feasibility of one language being completed within 4 quarters from entry into graduate school in those departments which require a language. Professor Shepherd moved, at the December 7th meeting: that (1) there be a re-institution of a non-credit course given during the summer, explicitly for the purpose of learning to read in a foreign language; such courses could be offered in any language upon demand; (2) that such a reading course be terminated by a "normal" graduate language examination. (The word "normal" was inserted here since language examinations vary from department to department, and the examination would be that which is normal to any given department.)

The above proposals were discussed by the Executive Committee and it was concluded that the language departments should be encouraged to hold the suggested orientation meetings and to set up the special language courses in the summer. The dean asked the Committee to take back to the group committees for discussion, the proposal concerning completion of one foreign language within 4 quarters of entry into graduate school. Some of the factors to be considered in this proposal include complications arising from the policing which would be required, and the definition of "entry into the graduate school." At this point it was suggested that the Graduate School check the bulletin statements regarding the transfer of language credits from other institutions.

2. Limits on Graduate Enrollment - Dr. Barnum, serving on the Senate Committee for Education, asked the Executive Committee for thoughts regarding the possibility of ceilings on graduate enrollment in relation to possible

*blc has written language depts. + summer session  
to be studied further*

limitations on undergraduate enrollments. The Committee agreed that although limitations on undergraduate enrollment would imply a limitation on graduate enrollments, the Graduate School as a whole could not set a ceiling; but individual departments would in fact set limits based on capacity--faculty to advise, laboratory facilities, space, and the like--as they presently do.

3. Reducing the Group Committees' Work Load - Discussion on ways in which the Graduate Group Committees' work can be reduced was carried forward from the November meeting. Professor Torbert, for Language, Literature, and Art, stated that this committee agreed that departments might furnish the Graduate School with lists of languages and language combinations which could be approved by Graduate School office personnel. Any variant might be handled by petition to the department concerned and finally by the Graduate School. It was agreed generally by the Executive Committee, that such lists could be used for routine approval, but that exceptions and other options (special research technique and collateral field) should be reviewed by the group committees. The Committee agreed also on the following specific recommendation: petitions (1) to extend time for the Master's degree by 1 or 2 quarters; (2) to waive the language requirement; (3) to transfer adult special and extension credits; (4) to take special examinations; and (5) to graduate in 5 summer <sup>terms</sup> ~~sessions~~, be approved by the Graduate School without group committee action provided they fall within the normal limits. Some of the group committees agreed that petitions to take the preliminary oral examination before completing the language requirement can be approved in the Graduate School. Others asked that these petitions be referred to them for action.

Professor Cooke noted that one of the most time-consuming tasks involves examining committee substitutions. He suggested that alternates, one for the major and one for the minor, be indicated at the time the committee is appointed. This could be done within our present procedures. It was brought out that although this will help for the preliminary examination, it probably could not be done successfully for the final oral because adequate time must be given the thesis readers.

The Group Committees in consultation with the departments should begin to draw up the lists of languages and language combinations and the Graduate School will initiate steps within this office to enable us to approve language selections on the basis of these lists.

4. The Place of the Minor in the Ph.D. Program - The minor is an item which is being studied throughout this year. The Graduate School has received some letters proposing changes and several Executive Committee members mentioned that others will be forthcoming. Dean Crawford recommended that further discussion be carried forward to the next meeting.
5. Proposed Ph.D. in Industrial Relations - Dean Crawford asked the Committee to consider the proposal for a Ph.D. program in Industrial Relations. Discussion centered about the criteria to be used in developing new programs. The Executive Committee VOTED unanimously not to approve the Ph.D. in Industrial Relations at this time. Dean Crawford stated that he would meet with the representatives from Industrial Relations to discuss the basis for this action.

Will work out methods to implement

a suggestion which some G.C.'s may incorporate

Coming!

Dean Boddy remarked that as graduate programs develop in other areas in this state, the University of Minnesota Graduate School may be called upon for advice. General thought on the subject of the Ph.D. is needed as it is a critical area of decision in our own school and other schools in Minnesota. In this connection, Dean Crawford reported briefly on the meetings between the State and Private Colleges and the University, and on the recent meeting of the Council of Graduate Schools. At the latter meeting, the Council decided to set up a committee to furnish information and assistance, when requested, to graduate schools engaged in starting new Ph.D. programs. Dean Crawford pointed out that members of the Minnesota Graduate Faculty might well be asked to evaluate programs, make recommendations, and give advice not only to the State College Board (if it is authorized to introduce additional degree programs), but also to other institutions.

- To be looked into*
6. An Honors Program - Some of the faculty in mathematics proposed that an honors program might be developed through the registration of highly qualified seniors in the 200 numbered courses. Dean Crawford explained that undergraduate registration in these courses is closely checked to prevent diluting graduate level courses by allowing too many undergraduates in them. However, if each student were approved by the appropriate undergraduate department honors committee and lists of registrants are furnished the Graduate School, any watering down of the 200 courses could be controlled. The Executive Committee had no objection to the program but took no definite action since there are some points to be checked having to do with undergraduate credit and the grading system for the 200 level courses.
- To be studied*
7. The Proposed Master of Fine Arts in Theater Arts Degree - Dean Crawford asked Professor Torbert to report the Language and Literature Group Committee's reaction to a proposal for a Master's Degree of Fine Arts in Theater Arts. While the group committee had no negative response to the proposal, they did recommend that both the written and final oral examinations and a foreign language be required. If the proposal for an MFA in Theater Arts is to be considered, it was recommended that a special committee be appointed to study the existing MFA degree; to define its standards more sharply, and to give thought to special problems which will occur in other fine arts programs. Dean Crawford agreed to appoint such a committee.
8. The CIC Proposal and Transfer of Credits - The Committee on Institutional Cooperation (The Big Ten and the University of Chicago) Traveling Scholar Proposal was described briefly by the dean. Its purpose is to make it possible for a graduate student who is enrolled in one of the CIC Universities to have the advantage on a short-term basis of a special opportunity which might be available at another. The plan is to allow graduate students to cross institutional lines for 1 semester or 2 quarters. Participation by any student would be initiated by his faculty advisor and approval of both graduate deans involved would be necessary. The visiting student would be registered at his home university and his fees collected and retained by that university.

The discussion turned to the matter of transfer of credit toward the Master's degree for CIC scholars <sup>and</sup> other cooperative programs. The Executive Committee recommended that such scholars petition for transfer of credit prior to enrolling for the courses. It was also recommended that the approval to participate in such programs be justified in terms of resources, people, or equipment which are not inelastically available at Minnesota.

The date for the next Executive Committee meeting was set for Tuesday, January 22

Respectfully submitted,

Shirley G. Smith, Secretary

Dec 27, 1962

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