

UNIVERSITY OF MINNESOTA
Graduate School

Minutes of the Executive Committee
Wednesday, October 8, 1969
1:00 P.M. 105 Johnston Hall

Present: Professor Alfred C. Caldwell - Agriculture Group Committee; Professor Frederick Forro - Biological Sciences Group Committee; Dean Jack C. Merwin - Education Group Committee; Professor David W. Thompson - Language, Literature, Art Group Committee; Dr. Robert Ulstrom for Dr. Lewis Wannamaker - Medical Sciences Group Committee; Professor William Warner - Physical Sciences Group Committee; Professor William Wright - Social Sciences Group Committee; Dr. R. Drew Miller - Mayo Graduate School of Medicine; Dean M. Harry Lease - Duluth; Deans Francis M. Boddy, Warren E. Ibele, Millard L. Gieske - Graduate School; Professor E. W. McDiarmid - Graduate School; Miss Beverly Miller, Assistant to the Dean - Graduate School; Mr. Virgil Hoftiezer and Miss Nancy Williams, Graduate Student Organization - Medical Sciences; Mr. Alan Olness, Graduate Student Organization-Agriculture; Mr. Manley Olson, representing graduate students in Educational Administration; Mr. David Hill, representing graduate students in Political Science; Dean Bryce Crawford, Jr., presiding; Mrs. Shirley McDonald, Secretary.

The new Executive Committee members and graduate student representatives were introduced. Professor William Wright will chair the Social Sciences Group Committee and Professor Frederick Forro will act as chairman of the Biological Sciences Group Committee. Mr. Manley Olson attended for the graduate student group in Educational Administration. Mr. David Hill represented the Political Science student group for this meeting. Mr. Virgil Hoftiezer introduced Miss Nancy Williams who will represent the Medical Sciences student group on the Executive Committee this year; Mr. Hoftiezer will be attending the meetings of the Task Force for the Graduate School (see item 2 below). The Agriculture graduate student organization's member is Mr. Alan Olness. He also attended several Executive Committee meetings this past academic year.

Dates for the next two Executive Committee meetings were set for November 20 and December 11. Plans to meet the third Thursday of each month beginning with January 1970, are tentative; the Graduate School will check with members well in advance of each meeting.

1. Graduate Student Organization

Dean Crawford noted that the student groups are becoming organized at different rates and in somewhat different patterns. The dean recalled the plan for an organization structured similarly to the Graduate Group Committees. A representative for each group committee area would bring the student membership on the Executive Committee to seven.

Mr. Olness, for the Agriculture student group, reminded the Committee of several items of interest to his organization. A petition opposing the increase in the Ph.D. candidate's continuous registration fee has been circulated and will be sent to the President's Office. The Incidental Fee for graduate students should be optional, Mr. Olness said, since it is felt by members of this student group that many graduate students do not take advantage of nor reap many benefits from the fee. A registration office on the St. Paul Campus would be of considerable convenience to St. Paul students. At the present time, certain Graduate School forms are stocked in Coffey Hall, but registrations cannot be completed on that campus. The Agriculture group has also asked why the microfilm and copyright fees cannot be taken out of a general University fund. Dean Crawford said that copyrighting is not a University requirement, but suggested that the group committees discuss the purpose of the microfilm fee and report reaction. After this has been done, a decision as to whether or not to support the student group's request for consideration of this matter can be reached. Statements giving the history of both the microfilm fee and continuous registration fee were sent to the graduate student representatives and the group committees last May. Copies will be sent again to the group committee chairmen.

Mr. Olson reported that the question of hooding Ed.D. degree recipients is of interest to his group in Educational Administration. Dean Crawford welcomed a discussion of the question with Mr. Olson.

Mr. Hill, attending for the Political Science graduate students, asked about the structure and purposes of the Graduate Student Organization. Dean Crawford said that the presence of the graduate students at the Executive Committee meetings has been helpful. Their questions and comments have contributed to the discussions; communication has improved and this is also significant and helpful.

Several committees have been appointed jointly by the College of Liberal Arts and the Graduate School. They include an advisory committee on American Studies, Comparative Literature, International Relations, Area Studies, the Minnesota Family Study Center, and the School of Public Affairs. Dean Crawford asked for possible help in identifying appropriate graduate student representatives to serve on these committees. Undergraduate students also serve on these committees. Miss Miller will prepare a brief statement on the structure and purposes of the Graduate Student Organization.

2. Task Force for the Graduate School

In the summer of 1969, a joint task force concerning the University of Minnesota Graduate School was appointed jointly by the Graduate School and the Senate Committee on Educational Policy. The Task Force will consider the organization and operation of the Graduate School and perhaps bring forth recommendations for possible changes in these areas. Two graduate student members are included, Mr. Virgil Hoftiezer and Mrs. Lonna Malmsheimer. Progress will be reported.

3. Meeting of Directors of Graduate Study, Departmental Admissions Officers, and Group Committee Chairmen Planned

Last spring, the departments were asked to identify Directors of Graduate Study or chairmen of departmental graduate study committees. Response was good and the Graduate School now has a fairly complete list. With increased growth, there is a real need for better communication; Directors of Graduate Study can speak on behalf of their departments in Graduate School matters. For example, their advice has been sought in matters such as the foreign language requirement, the use of the S grade, and graduate student enrollment quotas.

A meeting of the Graduate Admissions Officers to discuss underlying philosophy of graduate admission policies was suggested earlier. The Executive Committee agreed that a single meeting of the Directors of Graduate Study, Admissions Officers, and group committee chairmen would be useful. Invitations will be issued.

4. Transfer of Credit Towards the Master's Degree

The subject of transfer of credit taken at other colleges towards the Master's Degree at Minnesota has been discussed in the several group committees during this past academic year. Accounts of Executive Committee discussions appear in Executive Committee Minutes of October 15, 1968 - item 5; November 21, 1969 - item 5; January 16, 1969 - item 6; May 22, 1969 - item 5.

Some group committees agreed that the no-transfer rule should be reconsidered and that perhaps a limited number of outside credits could be transferred, such requests being by petition and reviewed on an individual basis. Other group committees were split on the subject. Education, for example, would wish to consider the transfer rule very carefully since this group would receive many requests. Professor Merwin said that if such transactions were to be between the State Colleges and the University primarily, perhaps a better understanding of the courses offered at the other institutions would be needed.

Dean Crawford asked whether the Executive Committee could, say, at the November or December meeting act on the proposition that the Graduate School modify the no-transfer rule and permit, by petition and on an individual basis, the transfer of a maximum of nine credits towards the Master's program at the University of Minnesota. Such petitions would, of course, receive attention from the student's adviser, the Director of Graduate Studies, the group committee, and the Graduate School. The dean asked the group committees to think about the proposal, weighing the positive and negative factors. Professor Merwin asked whether individual departments might require for some programs additional credits taken in residence. Dean Boddy said that if the Graduate School rule were modified to permit some transfer, departments might find it difficult to hold to special requirements.

Dean Gieske pointed out that any changes in the transfer rule would have to be defined rather precisely. For one thing, the Graduate School would need to know that the student was an admitted graduate student (and not an adult or special student) at the other institution at the time he took the courses he petitions to transfer.

A memorandum will be prepared and sent to all Directors of Graduate Study.

5. Departmental Quotas in Regard to Graduate Enrollment

In April, the Graduate School sent a request to Directors of Graduate Study for information, for their particular fields, on current availability of space as well as projected needs depending upon future resources. Replies have come in from 117 of the Graduate School's 161 major fields. A summary of responses was distributed to the Executive Committee. Discussion will continue.

6. The Foreign Language Requirement

Once again this subject has come before the group committees and Graduate School. References to discussions this past academic year can be found in Executive Committee Minutes of March 18, 1969 - item 10; May 22, 1969 - item 3; June 4, 1969 - item 3. In April, a memorandum was sent to the Directors of Graduate Study asking for their reaction to a proposal, by the Graduate School, that it be left to the Graduate Faculty in the field to recommend that the foreign language requirement and its options be eliminated, changed, or retained for the Ph.D. Response was positive and another memorandum inviting proposals was sent to the Directors of Graduate Study on June 11. The recommendation approved by the Executive Committee was stated in this memorandum: "In accordance with the replies received, the Executive Committee approved a recommendation that the Graduate Faculty in the individual fields be asked to submit proposals for consideration by the graduate group committees, the Executive Committee and the Graduate School to maintain the requirement as it now exists, to alter it, or to abolish it in their respective fields." The Directors were asked for specific proposals and a statement of justification for maintaining or changing the requirement in that field. As of this date, 38 fields have responded. A summary of the recommendations was given to the Executive Committee. Progress will be reported.

Dean Crawford said that he would urge the departments who will require the foreign language to make use of the ETS (Educational Testing Service) foreign language tests. The tests are standardized and the Graduate School can be of some assistance in getting the tests and recording results. Foreign language proficiency tests administered by major departments are likely to be inconsistent and variable and hence not satisfactory. Dean Gieske will acquire ETS materials and notify the departments when they are available for "preview."

7. Proposed Graduate Programs

A number of proposed programs are before the group committees:

- A. M.S. & Ph.D. with a major in Mycology (revised proposal referred to the Agriculture and Biological Sciences Group Committees)
- B. M.S. & Ph.D. with a major in Ecology (revised proposal referred to the Agriculture and Biological Sciences Group Committees)
- C. Ph.D. with a major in Sanskrit (referred to Language, Literature, and Art Group Committee)
- D. M.A. & Ph.D. with a major in a Modern South Asian Language (Bengali & Hindi) (Referred to Language, Literature, and Art Group Committee)
- E. M.S. & Ph.D. with a major in Pharmacy Administration (Currently before the Allied Health Special Committee; other appropriate committees have made their recommendations)
- F. Ed.D. with a major in Physical Education
Ed.D. with a major in Industrial Education
Specialist Certificates in (1) Mathematics Education, (2) Business Education, (3) for General Curriculum Supervisors (Referred to the Education Group Committee)
- G. Changes in the graduate programs in Chemistry (Referred to the Physical Sciences Group Committee)
- H. Electrical Engineering (M.S.) through CCTV at Rochester (Referred to the Physical Sciences Group Committee)

8. Graduate Programs Through Closed Circuit Television at Rochester

The need for graduate programs through CCTV and other media seems to be increasing. As proposals for programs in outlying areas such as Duluth and Rochester are drawn up, it is important to consider the ingredients necessary to a good program. Students entering must be regular admitted graduate students who have advisers. Adequate laboratory and library facilities are important factors. Currently, a proposal for an Electrical Engineering program is being reviewed by the Physical Sciences Group Committee. According to Dean Ibele this program began with the Evening E.E. program some years ago and differs from the Mechanical Engineering CCTV program only in the way it was initiated.

The proposal outlines the history of its development and includes a description of course offerings and facilities. In regard to academic standards, the proposal points out that the program is as nearly the same as the regular day program as is possible. The Director of Graduate Studies acts as adviser to all first year students. After individual advisers are assigned, the students are required to consult with them at the beginning of each year and at least three times while preparing Plan B papers. Instructors are also required to visit the Rochester TV classes three times each quarter.

9. Preliminary Oral Examining Procedures in Mathematics

In November, 1968, the Executive Committee approved a change in preliminary oral examination procedures to be carried out on an experimental basis for one year. (Refer to Executive Committee Minutes, November 21, 1968 - item 14)

Professor Warner said that the Physical Sciences Group Committee would review the outcome of this revised procedure and report its evaluation of these new procedures.

10. Proposed Internal Supporting Program for the Ph.D. in Anthropology

Following discussion of this proposal in May, 1969, the Executive Committee instructed the Graduate School to ask the Anthropology Department to indicate, if possible, how much coursework outside of the major field might be required of students opting for the Internal Supporting Program.

Dean Crawford reported that a reply has been received. Students in Anthropology develop differing interests and each program is structured according to individual needs. It becomes difficult to specify minimum or maximum requirements outside of the major. The statement from Anthropology contains some examples which explain this stand. If a student is majoring in cultural anthropology, he might select archaeology as one of the related sub-disciplines as the supporting area. In this case, he probably would be required to take work related to archaeology in the History Department, the Classics Department and in the Geography Department. But, if a student concentrates in the area of physical anthropology and minors in cultural anthropology, the supporting program would be mainly in the department since much of the major work would be taken in Anatomy, Physiology, and the Medical School.

The statement has been referred to the appropriate group committees and the item will be carried forward pending a recommendation.

11. Change in Designation of Ph.D. Major

During the summer a request for a change in designation from Hospital Administration to Hospital and Health Care Administration was received.

Following recommendation by the Allied Health Special Committee, Dean Crawford approved the change by interim action. This is reported for the record.

The meeting was adjourned.

Respectfully submitted

Shirley McDonald
Secretary

October 29, 1969

August 12, 1969

Dr. Gaylord Anderson, Director
School of Public Health
1315 Mayo

Dear Dr. Anderson:

Following recommendation by the Allied Health Committee, the Graduate Council has approved the request for change in designation for the Ph.D. in Hospital Administration to Hospital and Health Care Administration.

This interim action taken by Dean Crawford will be reported to the Executive Committee at the first meeting this fall.

Since there is a limit to the number of spaces for major titles on the Quarterly Progress Report, Miss Ruth Chovansek has asked me to inform you that the title will probably be designated on the QPR as HOSPHEALTH. This will probably have little meaning to the uninitiated, so you will probably wish to inform your faculty and students.

Sincerely yours,

Shirley McDonald
Principal Executive Secretary

JUN 13 1969

OFFICE OF THE DEAN

DEPARTMENT OF PSYCHOLOGY
ELLIOTT HALL • MINNEAPOLIS, MINNESOTA 55455

12 June 1969

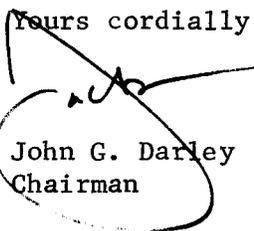
Dean Bryce Crawford, Jr.
Graduate School
321 Johnston Hall
Minneapolis East Bank

Dear Bryce:

I return at this time the letter to you dated 2 June 1969 from Professor Gaylord W. Anderson. I fully concur in his recommendation for renaming the PhD so that it is designated Hospital and Health Care Administration.

In view of the changes in the program over time this recommendation seems entirely appropriate.

Yours cordially,



John G. Darley
Chairman

JGD/lar

enclosure

cc: Professor Gaylord W. Anderson

JUN 4 - 1969

OFFICE OF THE DEAN

SCHOOL OF PUBLIC HEALTH
1325 MAYO MEMORIAL BUILDING • MINNEAPOLIS, MINNESOTA 55455

June 2, 1969

Dr. Bryce Crawford, Dean
Graduate School
321 Johnston Hall
University of Minnesota
Minneapolis Campus

Dear Dean Crawford:

In 1946 the Board of Regents accepted a gift of \$20,000 per year from the Kellogg Foundation to establish the program in Hospital Administration and two years later authorized the degree of Master of Hospital Administration. At the time that this program was established, this title seemed adequate and appropriate. Some years later a program leading to the Ph.D. degree was approved by the Graduate School. At that time there was discussion of the most appropriate name, owing to the conviction that such a program should not be concerned with intramural problems but rather should be geared to the relationship of the hospital to the broad program of community health care. Various other names were suggested but the final decision was to retain the name Hospital Administration as the term was already in approved use within the University. It was specified, however, that doctoral theses should be directed toward community rather than institutional problems.

In the intervening years we have seen a gradual change in concepts to the point where today the interests of this program are far beyond the hospital and might better be described as health care administration. Many of our graduates from the Master's degree program in Hospital Administration are working in public health agencies dealing with the planning and delivery of comprehensive health care. Others are active with respect to third party payment programs. This broadening of the concept that started as mere Hospital Administration is definitely in keeping with current trends throughout the nation.

The School of Public Health believes that the time has now arrived when the title of the program should therefore be shifted from the rather narrow designation of Hospital Administration to more truly describe the program's breadth of interest. At a recent meeting of the Executive

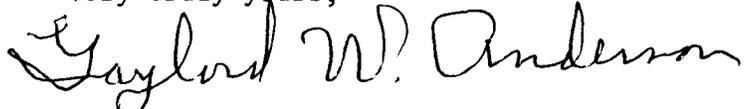


HEALTH SCIENCES CENTER

June 2, 1969

Committee of the School it was voted unanimously to recommend that the designation of the program be changed from Hospital Administration to Hospital and Health Care Administration. The School does not suggest that the degree that goes with the Master's program, namely, Master of Hospital Administration, be changed at this time as this title seems not too inappropriate for the Master's program. The more restricted term of Hospital Administration is, however, definitely no longer appropriate at the doctoral level. May I therefore recommend approval of changing the designation of the doctoral program as carried in the Graduate School to the proposed new designation of Hospital and Health Care Administration.

Very truly yours,



Gaylord W. Anderson, M.D.
Mayo Professor and Director
School of Public Health

GWA/clo

cc: Mr. Dornblaser
Dr. Howard