

APPROVED Minutes

**Graduate Programs Committee**

Date: October 18, 2019 | 2 – 3pm | Darland 520

Approval date: November 8, 2019

Attendees: Jennifer Liang (*Chair*), Mike Rother, Paul Kiprof, Nate Johnson, Dana Collins, Pete Willemsen (*Vice Chair*), Julia Williams, Lara LaCaille, Stanley Burns, Bob Feyen, Evan Brier, Julie Ernst, Stan Burns, Kim Becker, Byron Steinman, Mitra Emad, Yongcheng Qi, David Edmund, Alec Habig, Lake Dziengel, Tadd Johnson, Donn Branstrator, Erik Brown, Srijita Bhattacharjee, Jeffrey McVay, Susan Zinno  
([Full list of programs represented](#))

Absent: Mary Christiansen, Al Roline, Jane Carlson, Alison Hoxie, Jon Rumbley

Called to order at 2:00pm.

I. Approval of the October 4, 2019 meeting minutes. Approved as distributed

II. Reports of Officers, Boards, Standing Committees

a. Faculty Senate – Dana Collins

The senate discussed course scheduling, considered a proposal for the restructuring of the Faculty Senate and shared governance as a whole, and reviewed the faculty service document prepared last spring.

b. Research, Scholarship & Creative Activities – Nate Johnson, Jennifer Liang

Discussion continues on setting goals for this semester. There is a proposal to bring in a distinguished visiting speaker again this year. The RSCA is working with Faculty Senate on service load issue, and is developing a chart (high-level view) to explain to faculty how ICR is distributed.

c. IT & Library – Mike Rother

No meeting.

d. Teaching & Learning – David Edmund

No report.

e. Graduate School Advisory Board – Jennifer Liang

Agenda items included gradSERU results, which indicated harassment as an issue in some programs – GSAB members were advised to contact the Grad School Dean's Office if their program needs help addressing this. There was also information about the rise in incivility at the University; see the excerpt from GSAB minutes below for links to more information on these topics.

--[Student Conflict Resolution Center Dignity Project page](#)

--[Action Collaborative on Preventing Sexual Harassment in Higher Education Summit 2019](#) (from National Academy of Science, Engineering and Math). There is a lot of energy around this and some HEAVY hitters on the board. This event is free and can be attended online or in person (Seattle). [Register here for the Summit](#).

--Note the two faculty representatives from UMN (Associate Dean for Faculty Affairs Dr. Amanda Termuhlen and Dr. Phillippe Buhlmann) on the [Action Collaborative website](#) along with the [UMN's stated commitment letter](#).

--See also Summit and Action Collaborative Advisory Board member Dr. JJ Freyd's work on Institutional Betrayal and Courage through the [Project on Institutional Courage](#).

Concerns were expressed to GSAB members about increased costs and changes in coverage and

Rx copays due to the change in the grad assistant health plan provider despite promises that there would be no changes. A letter signed by over a thousand students, faculty, and staff supporting these concerns was sent to Pres Gabel.

### III. New Business

#### a. Program Proposals

##### i. MEHS catalog revisions for fall 2020

MOTION to approve catalog revisions for Fall 2020 was made by Julia, seconded by Pete, and passed with all in favor.

#### b. Course Proposals

##### i. SW 8101 Introduction to Research online addendum, for Spring 2020

Adding online delivery to reach a wider audience and to meet student needs. Mitra noted some concerns that apply to online course offerings in general. There are currently no course standards or best practices requirements for online offerings. For example, establishing instructor presence is vital. It is also a best practice to create a course tour before students begin the course, rather than expecting that they will just figure it out on their own.

A MOTION to approve the online addendum for SW 8101 was made by Bob, seconded by Pete, and approved by unanimous vote.

##### ii. EDUC 7040 Principles of Adult Education, for Summer 2020

A question was raised about the appropriateness of the assessment for the outcome described item 18C. There was discussion about whether the GC was taking up both the course proposal, since it was a reactivation of a previously-approved course, or just the online addendum. It was suggested that a comment be sent to the course instructor to have the paper include demonstration of the ability to develop a curriculum.

MOTION to send a comment to the course instructor was made by Dana, seconded by Jeffrey, and approved with all in favor.

Discussion of the online addendum, a new element for this course, Mitra noted that the same concerns articulated above for online course offerings apply here.

MOTION to approve the online addendum for EDUC 7040 was made by Julia, seconded by Dana, and passed with all in favor.

##### iii. MBA 8995 – create special topics course on innovation for Fall 2020. Proposal was tabled until next meeting to allow time to review revisions.

#### c. Proposals FYI

No concerns noted.

##### i. CE 5129, for Spring 2020

##### ii. CE 5135, course change, for Spring 2020

##### iii. CE 5995 ST\_AdvFound, for Spring 2020

##### iv. CE 5995 ST\_EnvBioTech, for Spring 2020

##### v. GEOL 5356, for Spring 2020

##### vi. MGTS 4410/5410; MGTS 4420/5420; MGTS 4460/5460; MGTS 4490/5490, for Fall 2020

##### vii. MKTG 4761/5761; MKTG 4762/5762, for Fall 2020

d. GA Insurance Plan

Concerns about change in GA insurance plan provider described above in the GSAB report. Susan noted that MAPS students in Duluth have seen an increase in Rx copays. Jeffrey noted that he has heard of a few cases, but there have not been widespread complaints here. Updates on Pres. Gabel's response will be provided as they become available.

Note: The Office for Student Health Benefits has created a FAQ on their website with [additional information about the change](#). Students should [contact them](#) with any concerns about their coverage.

e. Use of "ps" in Graduate Admissions decision letter

The official decision letter from Graduate Admissions says nothing about support, but some students make this assumption. Programs can add a comment on the admission appraisal form to add text to the letter clarifying that admitted students will be notified separately by the program about any assistantship and scholarship/fellowship decisions, and/or that any questions regarding financial support should be directed to the program.

It was asked whether the official letter could be modified to add a general sentence about funding, so that programs wouldn't have to repeatedly add this language to the appraisal form for each applicant. Kim will check with Grad Admissions on whether this is possible.

A comment was also made that Slate no longer has a checkbox for applicants wanting to be considered for financial support. Students now have to state somewhere in their application that they want to be considered, and may not always state this in the same place, making it easy to miss.

#### IV. Announcements

a. Grad Admissions Annual Updates & Slate Training - Oct 29 & 30

There will be no presentation at the GC meeting as in past years. DGSs are welcome to attend any of the sessions or drop in during the Q&A times. The slides and a recorded presentation will be posted to the Fac/Staff resources page when they become available.

b. GSSP [Strategic Plan](#)

Feedback from some MBA students on GSSP seeming like a "black hole" was shared with GSSP. Action items based on the strategic plan will be developed starting in November. Relevant updates will be shared as needed.

c. gradSERU data

Links to access the gradSERU results have gone out to DGSs/GPCs via a letter from Scott Lanyon. Data indicate elevated levels of anxiety & depression among graduate students.

d. GRADTalks

Encourage students who have made presentations at conferences (and may have received travel \$\$ from the Grad School) to present. DGSs should recommend their strongest presenters. Student representatives shared that the GSA has some suggestions about GRAD Talks, including that there is no incentive to present. For example, feedback on the presentation could be an incentive.

- e. Grad ed presence at Showcase, Nov 12, 11am - 2pm , Kirby Ballroom  
The fall Showcase is much smaller than the one in spring, but Nancy is able to provide table space for any programs wishing to have a presence there. IBS will be there. Please let Nancy Burley know.
- f. Reminder that funding is available from the Graduate School for graduate examination committee members to travel between campuses for committee meetings, oral exams, etc. This recognizes that the Graduate School is a system entity. Contact the Grad Office for more information about requesting funds.
- g. Non-degree registration at the GRAD level.  
Non-degree registration in a GRAD career is billed at GRD rates, regardless of courses taken. This is felt to be unfair to students who have completed a degree in a DMS program who return to take additional credits for licensure, etc. Options for addressing this concern are:
  - 1) Request creation of a DMS non-degree tuition structure – 51DMS. This could serve students from any program.
  - 2) DMS programs having students with such needs could each propose a “post-baccalaureate credit certificate/licensure/endorsement” program. Enrollment in these programs would then be billed at DMS rates.GC members are asked to consider which option makes more sense.

V. Next meeting: Friday, November 8, 2019 | 2 - 3pm | Darland 520

Adjourned at 3:00pm.