

APPROVED Minutes

Graduate Programs Committee

Date: September 7, 2018 | 2 – 3pm | Darland 520

Approval date: September 21, 2018

Attendees: Lara LaCaille (*Chair*), Al Roline, Mike Rother, Paul Kiprof, Nate Johnson, Dana Collins, Pete Willemsen, Julia Williams, Charles Rick, Desineni Naidu, Julie Ernst, Bob Feyen, Nigel Wattrus, Jennifer Liang, Mitra Emad, Yongcheng Qi, Debao Zhou, David Edmund, Alec Habig, Tadd Johnson, Donn Branstrator, Erik Brown, Shah Roshan Zamir, Riley Berg, Jeffrey McVay
([Programs represented](#))

Absent: Craig Stroupe, Jon Rumbley, Lake Dziengel

Called to order at 2:00pm.

I. Welcome to the new academic year

a. Introduction of Committee members (DGSs, student representatives)

New members are as follows:

Nate Johnson (Civil Engineering DGS)

Dana Collins (Communication Sciences and Disorders)

Desineni Naidu (Electrical Engineering, substituting for Jing Bai, who is on sabbatical)

David Edmund (Music)

Donn Branstrator (Water Resources Science)

Shah Roshan Zamir, Riley Berg, Jeffrey McVay (Student representatives)

b. Reminder of [Committee charge](#).

II. Approval of the April 27, 2018 minutes. Approved as distributed.

III. Update on [Campus Assessment](#) processes (Julia Williams)

This fall programs will report on Goal Categories 1 (Knowledge and scholarly formation) and 3 (Communication skills). Upcoming deadlines:

October 1 – Outcomes are due. UMD is no longer using Compliance Assist; data will be entered using a Google Form. Julia will be available to help enter outcomes Sept 27 – 29 in her office. Reporting resources are linked here: [Annual Program Assessment Report](#) and [UMD Assessment Reporting Procedures – Fall 2018](#).

October 12 – content for the assessment information directed at the general public is due. Julia distributed a yellow sheet to collect information for this, and will provide an electronic copy for distribution to the email list.

Feedback from Higher Learning Commission visit – Julia shared that UMD did well, and accreditation was reaffirmed for another 10 years.

IV. Reports of Officers, Boards, Standing Committees

- a. Faculty Senate – Bob Feyen
First meeting is next Tuesday.
- b. Research, Scholarship & Creative Activities – Lara LaCaille, Carlos Carranza-Torres – no meeting
- c. IT & Library – Nigel Wattrus – no meeting
- d. Teaching & Learning – Pete Willemsen – no meeting

V. Old Business

- a. [Application of Credits for Students Earning Graduate Degrees](#) - new policy now posted in policy library

Implementation, catalog language – Programs should let the Grad Office know if they will establish more rigorous requirements (e.g., not allow any pre-bacc credit to satisfy degree requirements, etc.), or follow the policy guidelines. More rigorous requirements must be noted in the catalog, so a [memo](#) should be circulated via your Associate Dean to Nancy Burley and the Grad Office. If your program intends to follow policy guidelines, a quick email to the Grad Office is appreciated. So far we have heard from 11 programs.

A revised GDP is being developed to reflect the new policy, as well as a form students can use to document that pre-bacc credit has not been applied to any other degree requirements. These have not been released yet.

VI. New Business

- a. Elections (for Action)
 - i. Vice Chair – Pete Willemsen volunteered.
 - ii. GC representatives to other shared governance committees
Current reps briefly described their respective committees and the expectations for committee members.
 1. Research Scholarship & Creative Activities – Nate Johnson and Jennifer Liang volunteered to serve out the remainder of Carlos and Lara’s terms, respectively.
 2. Faculty Senate – Bob Feyen volunteered to continue for one more year.
 3. Teaching & Learning Committee – Pete Willemsen volunteered to continue this year.
 4. Graduate School Advisory Board – This body has been reorganized from the Graduate Education Council (GEC); is now advisory to Dean Lanyon. Important to have UMD represented. It’s a large committee chaired by a faculty member; members are expected to attend 50% of meetings; can attend via the web. There are opportunities to serve on fellowship selection committees. Jennifer has a class conflict this semester, so needs a temporary replacement for fall. Julia volunteered to serve this fall.

A MOTION to elect these volunteers to serve as indicated above was made by Pete, seconded by Riley, and carried by unanimous vote.

b. Topics to for discussion this year (for Information)

i. Update on discussion of PhDs at UMD Announcements

UMD is not prohibited from conferring PhDs by State statute, but is not accredited to do so by the HLC. At his meeting with the RSCA in April, President Kaler seemed generally supportive and gave guidance on the conditions needed to support doctoral programs – the big question is where UMD would find the resources needed. To gain approval, doctoral programs would likely have to be inter-disciplinary and not duplicate programs already available at UMTC. R2 label means that the institution has robust research activity and research funding (which UMD does), and confers about 20 PhDs each year. Currently, about 5 – 6 doctoral degrees are completed at UMD each year (Ed D, WRS, and IBS). Another issue is how doctoral degrees would be counted. All-University PhDs (WRS, IBS) are credited to UMTC, not the home campus of the student, as is done at some other institutions.

ii. QMA and GAGE

The amount of funding and selection process for QMA will remain consistent over the next several years. Criteria for selection will not rest solely on enhancement of diversity as had been previously proposed, and QMA allocations will not preclude receiving consideration for other sources of funding, such as the [Creating Inclusive Cohorts \(CIC\) training program](#), or the [DOVE fellowship](#), to recruit and support students from under-represented groups,.

In response to questions about the CIC program, Jennifer provided the instructions linked above. The deadline for programs to request consideration for this program is **October 3**.

iii. Plan B catalog language

The nature of Plan B projects can differ significantly by program. It's desirable to have clear descriptions/definitions laid out in the catalog language, so programs are encouraged to make updates via [memo](#) through their Associate Deans.

iv. DGS responsibilities

Erik would like to continue the discussion started last year to help clarify for departments the duties and responsibilities of the DGS role. The discussion is not intended to infringe on bargaining unit agreements; it's merely an effort to document the range of DGS responsibilities.

v. Other ideas – send to Erik/Lara

c. Announcements

i. Dean of Graduate Education Lanyon and Associate Dean Shimizu will visit UMD on Friday, 9/21.

1. Dean Lanyon is offering a workshop for students on preparing a successful external fellowship application, 12:45 – 2pm, Garden room. Encourage undergrad seniors and grad students to attend. There are still spots available.
- ii. At our next meeting
 1. Early Career Faculty & Staff Grants Workshop, **October 25**
Sessions on how to utilize University resources to get external funding.
 2. GRADTalks – will continue this fall and spring. This is a good opportunity for grad students finishing up to present their research to a general audience. Please encourage your students to present.

Next meeting: Friday, September 21 | 2 – 3pm | Darland 520

Adjourned at 3:00pm