

UNIVERSITY OF MINNESOTA  
Graduate School

Minutes of Executive Committee  
Thursday, October 15, 1970  
11:30 AM                      Campus Club

Present: Professors Frederick Forro, Alfred Caldwell, Robert Schork, William Warner, Robert Dykstra, David Berninghausen, John Darley, E. W. McDiarmid; Drs. Lewis Wannamaker and Gerald Needham; Deans Warren Ibele, Millard Gieske, Harry Lease, Francis Boddy; Graduate Student Representatives, Robert Bower, Manley Olson, Ellen Shaffer, Virgil Hoftiezer; Miss Beverly Miller; Dean Bryce Crawford, Jr., presiding; Shirley McDonald, secretary.

1. Graduate Program Proposals

A progress report on graduate program proposals was sent with the October agenda to the members of the Executive Committee. Discussion was deferred.

2. Task Force on the Graduate School

The Task Force recommendations regarding some reorganization in the structure and procedures of the Graduate School were reported to the Executive Committee, the Senate Committee on Educational Policy (SCEP), and the University Senate for information. The May 28, 1970 minutes of the University Senate include this report (see pages 131 - 134).

Dean Crawford asked the Executive Committee for suggestions for membership on an ad hoc committee to be appointed to guide in the implementation of the recommendations. The committee should include some faculty who have had group committee experience. He also asked that graduate students present to talk with their groups about the recommendations and perhaps identify some graduate students who might be interested in serving on the ad hoc committee.

All fields will be informed of the recommendations and given the chance to consider them and how they might best fit into the new structure. For example, two recommendations involve (1) the establishment of intermediate units to review individual student programs and (2) an increase in the number of group committees who would be concerned primarily with reviewing graduate degree programs on a regular basis. All major fields will be consulted as to their most comfortable home in the reorganized groups; and they will need to set up the mechanism by which they would select their representatives on these group committees.

Professor Warner suggested that some rationale for the recommended intermediate unit is needed; the summary itself is producing mixed reaction.

The Task Force report and rationale for certain aspects of the recommendations will be sent to the Directors of Graduate Study and department chairmen. The present group committee structure will be in operation until the reorganization is complete and this may take the better part of this academic year.

3. Graduate Student Organization

In the general discussion about a formal graduate student organization, the

student representatives expressed some doubts about the purpose and accomplishments of such a group. Mr. Bower mentioned one problem which has been brought up several times--the current registration system requires St. Paul students to come to the Minneapolis campus in order to get their fee statements. Dean Boddy said that, hopefully, by winter quarter, students may be able to mail in their fees; one hitch has been the consistent problem in maintaining current mailing addresses for graduate students. Miss Miller said that the exceptions which required the trip to the Minneapolis Campus are being worked out so that many of the St. Paul students can complete their registrations on that campus.

Dean Crawford remarked that the Association of Student Teaching and Research Assistants (ASTRA), which is a well organized group, might consider enlarging its structure to include all graduate students. Miss Shaffer said that it is a University-wide group and that probably with a slight redefinition of goals, it could include others.

Dean Boddy mentioned that the student members of the University Senate had been elected at large by the graduate students. He will repeat our suggestion that the selection be made along group committee lines; after the reorganization of the Graduate School has been effected and if an intermediate unit system is a part of the new structure, perhaps the representatives on the Senate should be selected by unit area.

4. Minnesota Higher Education Coordinating Commission (HECC)

Dean Boddy remarked that the coordinated system of reporting and reviewing carefully all proposed degree programs or significant changes in degree programs is useful in keeping all of the educational systems in the state informed of what is going on in this regard. He reviewed the procedure briefly. The Commission, through an advisory curriculum committee, considers proposals in two stages: a preliminary notification and the final proposal which is prepared according to certain guidelines established by the Commission.

A memorandum which included these guidelines was sent to all Deans, Directors of Graduate Study and Department Chairmen last April.

5. Directors of Graduate Study Meetings

Dean Crawford said that the Directors of Graduate Study and the Executive Committee will hold a fall meeting; he will ask for suggestions for an agenda. The two ad hoc committees - one on admissions policies and one on doctoral programs-- are meeting regularly and reports should be forthcoming.

6. Proposed Doctor of Arts Degree

The Executive Committee will be kept informed on developments in discussions on the Doctor of Arts Degree.

It has been suggested, by one field, that the whole subject of the Master's Degree be reviewed. Dean Crawford asked that the group committees consider ways in which this might be done. Perhaps it would be wise to appoint separate committees for several broad fields, jointly between the Graduate School and the college chiefly involved, to review Master's degrees in the area; such a "set" of separate committees might study programs in homogeneous areas, with appropriate interaction. Such topics as an optional Plan B paper requirement by field might be discussed.

7. Registration for Examination Fee Only

This fall, a new category of registration was established for Ph.D. or Ed.D. students who have finished all of their coursework and any required language and who may or may not have passed the written examination in the major but who have not taken the preliminary oral examination. This registration category has been approved for a two year period only. The students who meet the above qualifications will be allowed to register at the \$30 rate for just two quarters.

Another article will appear in the November issue of Form 7000 (Graduate School Newsletter) which will describe this procedure in enough detail to eliminate some of the problems which developed during the first registration of this kind.

8. Registration Release Card

The Release Card system, initiated in the spring of 1970, is working well. Evidence that it is effective is apparent by the many deficiencies which are being removed. The "warning" cards are reminding the students of such things as too many Incompletes and the need to submit a graduate program or thesis title early enough to allow the several steps necessary in the review.

This winter, there will be an additional form - the Student Information Sheet (SIS) - which will provide the basic information for a computer produced student file.

9. Undergraduate Registration in Courses open only to Graduate Students

In general, courses in the 8 (former 200 level) series are open just to graduate students. Some exceptions can be made for upper division students (usually seniors) with the permission of the instructor and the Graduate Dean's Office.

10. Graduate School Fellowship Office

Professor McDiarmid said that the Fellowship Office often receives notification of fellowship opportunities so late that it is difficult to inform interested persons in time to meet the application deadline dates. The more traditional methods of publicizing these opportunities haven't worked.

It was suggested that the Directors of Graduate Study might designate a faculty member who might be able to identify interested students or, at least, get such information distributed in their own areas.

11. Proposed Definitions, 1971-73 Biennial Higher Education Budget Requests

Representatives of the Senate Finance Committee, House Appropriations Committee, Department of Administration, State College Board, State Junior College Board, University of Minnesota and the Minnesota Higher Education Coordinating Commission have prepared a statement of proposed definitions for use in the 1971-73 biennial higher education budget requests. A digest of this statement will be sent out with the November Executive Committee minutes.

Dean Crawford said that it is important that all systems have common definitions to identify investment of faculty time and workload for budgetary purposes.

Reaction by the group committees is invited. The item will be carried forward.

12. Post-baccalaureate (non-graduate school) Training

There is a need for post-baccalaureate training which is of a different shape than the traditional Master's and Ph.D. programs. For example, there is need for additional education for permanent certification of all teachers--many of them require more training in undergraduate courses also. And there are those who would like to have advanced degrees but are not admissible to graduate school. Some kinds of post-baccalaureate programs might be administered through the Graduate School if they fit into its pattern of operation and others would not; as yet, no one unit is organized to supply all of this training.

A committee on such post-baccalaureate programs has been appointed as a subcommittee of the Senate Committee on Educational Policy; it is chaired by Professor Albert J. Linck. Other members are: Dean Francis Boddy, Professors Eleanor Fenton, Donald Harper, James Holte, Maynard Reynolds, and Allan Spear.

Areas which are considering internal master's degrees are encouraged to wait until this subcommittee has issued a report of its recommendations.

Respectfully submitted,

Shirley McDonald,  
Secretary

November 10, 1970