

UNIVERSITY OF MINNESOTA
Graduate School

Minutes of the Executive Committee
Tuesday, October 10, 1967
1:00 P.M. 306 Johnston Hall

Present: Professors D. W. Warner, D. W. Thompson, J. G. Darley, E. W. McDiarmid, W. S. Loud, M. C. Reynolds, George Seltzer, L. J. Pickrel, A. J. Linck for Professor C. M. Stowe; Drs. Leslie Zieve and R. Drew Miller; Deans F. M. Boddy, T. W. Chamberlin, M. L. Gieske, W. E. Ibele, Dean Bryce Crawford, Jr., presiding; Shirley McDonald, secretary.

1. Dean Crawford opened the meeting with some comments regarding group committee structure and procedures involved in group committee work. He said that while the Graduate School office study on procedures is progressing, suggestions by the group committees for improving current methods are welcome.

Professor Seltzer suggested that a more careful screening of all group committee materials in the Graduate School office will facilitate action. He mentioned some types of materials which might well receive direct Graduate School action. For example, petitions for extension of time by Ph.D. candidates (those approaching the 5 year deadline) could be handled in the dean's office if the request doesn't exceed a one year's extension. Obviously, the Graduate School would expect a schedule of progress by the student or his adviser. Petitions which have been routinely considered in the Graduate School have included: (1) transfer of General Extension Division credits (not Joint Registration); (2) requests for a single quarter's extension of time; (3) petitions to waive the language requirement for Master's degrees (where routinely acceptable to the department; (4) petitions to change programs where course numbers have been incorrectly listed or where the course numbers have been changed by the department. There are occasions where petitions accompany new programs. While the petitions may not require group committee attention, they are included merely to keep the papers for one student together.

Another matter of group committee business concerns course approvals. All requests for courses to be offered through Joint Registration between the Graduate School and the General Extension Division have been referred. Regular Graduate School offerings (200 series) have been referred, even for minor changes. Professor Seltzer suggested that requests for changes in prerequisites, symbols, and the like, be acted upon directly in the Graduate School.

The Graduate School will attempt to screen all petitions and graduate course approvals more carefully, but guidelines by the group committees, as to what types of materials do not need their scrutiny will be most helpful. Professor Seltzer also emphasized the importance of supporting evidence (which has been lacking) for the establishment of new 200 level courses. The group committees have no basis for a recommendation when no description is given or objectives are not spelled out. The Graduate School has been aware of this problem and will attempt to design a form (perhaps a more detailed A-96 type) which will elicit more information.

In connection with this discussion, some information about progress of the "hastened" Ph.D. Candidates was reported by Dean Gieske. As of June, 1967, there were approximately 200 candidates whose five-year time limit would have expired in August. Some 25 or 30 have completed the requirements and graduated. About 10 have notified the Graduate School that they do not intend to finish. Perhaps 60 to 70 have been granted a single quarter extension of time. Extensions of 6 months have been granted to 15 or 20 students, and there have been a few appeals for more than a 6 month's extension. Dean Gieske said that another report on Ph.D. progress will be available in November. He expressed some doubts about the Graduate School's taking direct action on extensions of time beyond 6 months since there has been so much variation between departments on the amount of time and conditions surrounding the extension.

2. Graduate School Research Center Study - Professor Luther J. Pickrel has joined the Graduate School staff this year to initiate and direct a study of the academic impact of sponsored research at the University of Minnesota. Professor Pickrel reported briefly to the Executive Committee about goals and exploration of various methods by which the study can be accomplished. He mentioned that there has been some contact with faculty and that interesting questions have been raised as to the objectives and results to be attained through the study. While it is not certain what final form the study will take, Professor Pickrel pointed out that results will be helpful and advantageous to all concerned and the cooperative efforts by departments and faculty, indicated so far, will be a major contribution to the study.
3. Overcommitment on Doctoral Programs - Dean Crawford raised the question as to whether students and their advisers did not often include too much work on the doctoral program. Clearly the program should include courses which the student actually needed substantively to take for the rounding-out and completion of his preparation. Often, however, courses are included which, though helpful and desirable, represent a frosting on the cake. In the final analysis, they are not really essential and can without damage be omitted because of time pressures (and sometimes because the department ceases to offer the course.) Yet, once these courses are entered on a program and approved, they are included in the "contract" which the Graduate School requires the student to complete prior to the final oral examination. The result is either delay of the final oral, or a multiplication of the "interim action" load which plagues both group committees and the staff, or both. Could we not avoid some of this by deleting from programs courses which come under this cake-frosting category?
4. Proposed M.S. and Ph.D. with a Major in Animal Science - The proposal for a single major, Animal Science, grew out of the merger of the three departments, Animal Husbandry, Dairy Husbandry, and Poultry Science, into a single Department of Animal Science effective July, 1966.

The proposed single major has been reviewed by the Agriculture and Biological Sciences Group Committees. In considering the proposal, the committees asked for additional information and also that the new course offerings be submitted through the normal channels. These requests were met and the two group committees recommended approval.

The Graduate School Executive Committee approved the establishment of the M.S. and Ph.D. with a major in Animal Science. The three majors, Animal Husbandry, Dairy Husbandry, and Poultry Science will be discontinued, but not retroactively. New students will be admitted only to the Animal Science major, but students currently pursuing graduate work in one of the three majors may elect to continue in that originally designated, or change to the major in Animal Science. Students who wish to make the change should contact the Admissions Office in the Graduate School regarding procedures.

5. Proposed Master of Engineering Degree - (refer to G. S. Executive Committee Minutes, June 6, 1967, item 10)- Action on this proposal will be deferred until it has been considered by the faculty in the Institute of Technology and the Physical Sciences Group Committee.

6. Proposal that a Requirement for Papers for the Plan B Master's Program be a Departmental Decision - Because some fields place more emphasis upon Plan B papers than others, Dean Crawford asked the group committees to discuss the possibility that the requirement be optional with the departments. A parallel situation exists with the foreign language requirement for Plan B candidates in some departments. If the group committees can report general reaction in areas they represent, the Graduate School will check with the individual departments as to their opinions. Such option would be, of course, a departmental decision rather than one by individual students.

7. Proposed M.S. with a Major in Zoology - Plan A
Proposed M.S. with a Major in Botany - Plan A at Duluth
Proposed M.S. with a Major in Biology - Plan B

The proposals have been before the Agriculture and Biological Sciences Group Committees. (refer to G.S. Executive Committee Minutes, June 6, 1967, item 15) - The two committees suggested that the Departments of Zoology, Botany, Ecology and Behavioral Biology, and Entomology, Fisheries and Wildlife also look at the proposed programs. Copies have been sent to the chairmen of these departments with the suggestion that they communicate any thoughts they have to Professors C. M. Stowe or D. W. Warner prior to the October 30 meeting of these group committees. The proposals will come up for full discussion, and perhaps a recommendation made at that meeting. Graduate Faculty nominations (to advise Master's candidates in these fields) will also be considered at the October 30 meeting.

Dean Crawford reminded the Committee that while faculty on both campuses should be aware of what each other are doing, programs offered at Duluth and in the Twin Cities need not be and often are not identical.

Dean Chamberlin suggested that Professor Theodore Odlaug, head of the Biology program at Duluth, be invited to attend the October 30 group committee meeting in order to supply any supplementary information which may be useful to the committee.

8. Proposed Internal Minor for Ph.D. Majors in Mathematics - (refer to G. S. Executive Committee Minutes, June 6, 1967, item 9) - Professor Loud reported that copies of the revised proposal have been circulated to the members of the Physical Sciences Group Committee and the topic will come up for discussion at the November meeting of that group.

Dean Crawford remarked that the Graduate School may well receive requests for internal minors from other areas. One other which has already been received is the proposal for an internal minor or supporting program for Philosophy. Copies of this proposal were distributed to the Executive Committee.

The dean asked that the group committees review the subject of the minor requirement as a whole. He pointed out that a number of Universities have abolished the Ph.D. minor as a general graduate school requirement. (The Graduate School will supply some data on the use of the minor for the Ph.D. in Universities within the Association of Graduate Schools. This information will be sent on the group committees as soon as it is available.)

Dean Ibele said that exploration on this subject should also consider how abolishing the minor for the Ph.D. would affect the major programs in various areas. Eliminating the Ph.D. minor as a graduate school requirement would not preclude a departmental requirement where desirable, and in all likelihood some departments would retain the minor or Supporting Program.

9. Proposed Joint Law-Public Administration Program (J.D.-MAPA) (refer to G.S. Executive Committee Minutes, May, 1967, item 9) Professor Seltzer, for the Social Sciences Group Committee, reported that it is the committee's opinion that the double counting of credits towards two degrees is reasonable as long as the student has met the requirements imposed by both areas.

The Graduate School Executive Committee approved the establishment of the Joint J.D. and MAPA Degree.

Dean Gieske brought up the possibility of a good many requests coming in from students wanting two degrees because they have acquired many credits in two areas. Possibilities would include Sociology-Social Work; Social Work-Public Administration; Industrial Relations-Law. We have no real criteria upon which to judge how many credits can be applied to two "same-level" degrees. Dean Boddy said that such cases would need to be handled on an individual basis, taking into account the relevance of the second field.

10. Terminology in Respect to Fields within Departments - A question has been raised by the Department of History about the use of the terms, "field, "subfield, and "subarea" as set forth in the current issue of the Graduate School Bulletin. Confusion has resulted because there are instances of having a "subarea" and no "area." Also the terms, "subarea" and "subfield" imply no gradation which does actually exist.

Following consideration by the Social Sciences Group Committee and the Executive Committee, it was decided that consistency may be provided by adopting the following terminology: "field, sub-field, area, and sub-area."

for example: Field: History
 Sub-field: European History
 Area: French History
 Sub-area: 18th Century French History

The next issue of the Graduate School Bulletin will be so revised.

11. "External" Examiners for Ph.D. Final Oral Examinations - A proposal that qualified faculty from other Big Ten Universities be invited to sit on examining committees has been received in the Graduate School. Dean Crawford explained that the current practice at this University has been to invite outside examiners occasionally, especially where the thesis is in the area of the examiner's specialty. Such examiners have always been used as consultants and not voting members of the committee. Any reimbursement has come through the particular department and not the Graduate School.

Professor Loud suggested that an outside member might be made an ex officio member of the thesis reading committee. Dr. Zieve said that the salutary effect on a particular examination is worth consideration. Dean Crawford mentioned some of the disadvantages in having outside examiners--geographical factors and an awareness on the part of the examiner that the degree is being granted by an institution for which he does not feel responsibility, are some.

The group committees were asked to discuss the question, keeping in mind that (1) the request should be initiated by the department; (2) that the outside examiner not be a voting member of the committee; (3) the responsibility for payment would not rest with the Graduate School.

Professor Seltzer asked whether an analysis of the percentage of dissertations which are finally published, by field, has been considered and whether such an analysis is feasible. Dean Boddy said that there has been no real way, so far, to know which dissertations are published. However, Professor Pickrel's office will be asked to look into the possibility.

12. The Candidate's Certificate (refer to G. S. Executive Committee Minutes Dec. 16, 1966, item 11 & May 16, 1967, item 11) - Dean Boddy said that there should be an early joint announcement regarding the use of the Candidate's Certificate by Minnesota, Northwestern, and Indiana.

13. Proposed New Majors at Duluth
(1) M.A. with a major in Elementary School Administration - Plan B
(2) M.A. with a major in Secondary School Administration - Plan B
(3) Specialist Certificate in Elementary School Administration
(4) Specialist Certificate in Secondary School Administration
(5) Specialist Certificate in General School Administration

Professor Reynolds began the discussion by pointing out that the newly adopted standards for school administrators in the state should be an important aspect in the consideration of the above proposals. The Education Group Committee has reviewed the programs and approves them in principle.

Dean Crawford suggested that this program, because of its importance, might be a good initial one on which the University of Minnesota might avail itself of the services of the Council of Graduate Schools. A group of experienced consultants could look at the Duluth programs as well as the programs already established in the Twin City area. In fact, such service could be most useful anytime new Ph.D. majors are proposed.

Results of these visits are embodied in a report only to the institution and can be valuable in that the school is given advice, growing out of experience in other Universities.

The Executive Committee agreed, in general, that this would be a good plan. Dean Crawford will initiate explorations toward this end.

14. Proposed M.A. with a Major in Mathematics Education - Copies of the proposal have been distributed to the Education and Physical Sciences Group Committees.

The request does not constitute the addition of a new field, but a listing of Mathematics Education as a major for the M.A. degree. Offerings have been listed under Curriculum and Instruction, and the proposal recommends that the mathematics education courses be given a new and separate prefix identifying them as MthE rather than EdCI. "It is believed that such changes would provide greater visibility for the mathematics education program and be a better indicator of the content in the mathematics education program. It was also felt that the changes would facilitate coordination of the total mathematics education program."¹

15. Graduate Students and Teaching Assistants Organization - Last spring, an association of Teaching and Research Assistants met several times with the Graduate School Deans and the Vice President for Academic Administration. They discussed several problems which seem to result from a lack of communication in respect to status as Teaching and Research Assistants.

Dean Boddy said that a letter will be sent to department chairmen encouraging meetings between the departments and the assistants regarding the criteria upon which kinds of assignments are based, normally expected service effort, and other such matters.

Several suggestions came out of the meetings last spring. First, it was brought out that the Graduate School should be the starting point of contact for the graduate students. It is difficult for the official organization to deal with an unofficial body. Second, some attempt should be made to form a viable campus or university-wide organization

1 from the College of Education Curriculum Committee report.

of graduate students. While some departments do have organized groups, graduate students as a whole at the University of Minnesota have not been inclined to organize more broadly. The Graduate School will contact the departments to determine which do have organized groups, as a starting point, and to explore the possibility of organizing a "Graduate Student Council." Professor Seltzer pointed out that the interests of the Teaching Assistant differ from those of the graduate student not holding an appointment. Perhaps a Council representing both types will serve the broader purpose.

Dates for the November and December meetings of the Executive Committee were set: Tuesday, November 7 1:00 P.M. 306 Johnston Hall
Tuesday, December 5

Respectfully submitted,

Shirley McDonald
Secretary

October 17, 1967

Survey of Minors required for a Ph.D. degree at member institutions of the
Association of Graduate Schools

Brown University	no
California Institute of Technology	yes; one minor of 45 units required
Catholic University of America	yes; one or two subordinate fields totaling 18 semester hours required
Clark University	no
Columbia University	yes; one minor required
Cornell University	yes; one or two minors required
Duke University	yes; one minor of six units required
Harvard University	no
Indiana University	yes; two minors required
Iowa State University	yes; one minor of 18 hours required
Johns Hopkins University	no
Massachusetts Institute of Technology	no
McGill University (Montreal)	no
Michigan State University	no
New York University	no
Northwestern University	no
Ohio State University	no
Pennsylvania State University	no
Princeton University	no
Purdue University	no
Stanford University	no
University of California, Berkeley	no
University of California, Davis	no
University of California, Irvine	no
University of California, Los Angeles	no
University of California, San Diego	no
University of California, Santa Barbara	no
University of California, Santa Cruz	no
University of Chicago	no
University of Illinois	yes; one or two minors totaling four units required
University of Iowa	no
University of Kansas	no
University of Michigan	no; but two cognate courses required
UNIVERSITY OF MINNESOTA	
University of Missouri	apparently no
University of Nebraska	no
University of North Carolina	yes; one minor of 18-24 semester hours
University of Pennsylvania	no
University of Rochester	no
University of Texas	no
University of Toronto	apparently no
University of Virginia	no
University of Washington	yes; one minor required
University of Wisconsin	yes; one minor of 10 credits or two minors of 12 credits required
Vanderbilt University	yes; one minor of 12 semester hours required
Washington University	no
Yale University	no

TOTALS: 35 schools without requirements for a minor
12 schools with requirements for a minor

JAN 17 1967

PUBLIC ADMINISTRATION CENTER • MINNEAPOLIS, MINNESOTA 55455

Office of the Director

January 16, 1967

Dean Bryce Crawford, Jr.
Graduate School
321 Johnston Hall

Dear Dean Crawford:

The following proposal for a Joint Law-Public Administration program is submitted for Graduate School approval. The proposal has been approved by the faculties of the Law School (see copy of Dean Lockhart's letter to me dated December 19, 1966) and of the Public Administration Center.

It is proposed to offer a combined program leading to the LL.B. and M.A.P.A. degrees.

Students desiring to pursue the combined program leading to the LL.B. and M.A.P.A. degrees must be admitted to the Graduate School as well as to the Law School and must be prepared to take coursework during both terms of at least two Summer Sessions. Courses for the M.A.P.A. degree will be distributed as follows:

Required core courses (9 credits)

- 270A Organization Theory and Administrative Behavior
- 270B Public Financial Administration
- 270C Public Personnel Administration

Additional Public Administration courses (18 credits)

- 210 Foundations of Public Administration
- 214 Current Issues of Public Administration and Policy Development in Minnesota
- 217 Administrative History
- 224 Social Welfare Administration
- 234 Administration of Voluntary Associations
- 240 Development Administration
- 247 Urban Development
- 265 Intergovernmental Administrative Relations
- 280A Local Administration
- 282A Administrative Internship
- 282B Administrative Internship

Law courses (18 credits)

- 140 Administrative Law
- 148 Legal Problems in Minnesota Public Affairs
- 151 Seminar: Land Planning
- 152 Judicial Administration
- 153 Seminar: Impact of Law on Social Development
- 158 Legislation
- 159 Local Government Law
- 161 Modern Social Legislation
- 164 Seminar: Regulated Industries
- 165 Trade Regulation
- 170 Seminar: Judicial Administration
- 172 Legal Problems of a Welfare State
- 183 Seminar: Metropolitan Area Problems
- 191 Legal and Economic Problems of Agriculture and Non-Metropolitan Areas

The listing of Public Administration and Law courses is not intended to be inclusive. Other appropriate courses may be substituted for those listed, since the course offerings vary from year to year.

Blanket approval is requested to use 18 credits of Law courses towards both the LL.B. and M.A.P.A. degrees.

It is planned to announce the combined program for Summer 1967. The program will be publicized among first year law students and among students admitted to the Law School for Fall 1967. Ten of the Public Administration courses listed in the proposal will be offered during the 1967 Summer Session.

Sincerely yours,



George A. Warp
Director

GAW:vmt

cc: Dean E. W. Ziebarth
Dean William B. Lockhart

Office of the Dean

December 19, 1966

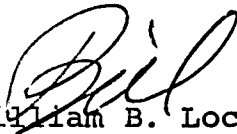
Professor George A. Warp, Director
Public Administration Center
1314A Social Science Building
West Bank, U of M Campus

Dear George:

This is to inform you that the Law Faculty has approved the proposed joint law-public administration program that you worked out with Carl Auerbach. Since some of the law courses listed on page 2 of the program will probably not be given every year, it may be wise in submitting the program for the approval of the Graduate School to state that, from time to time, other law courses may be substituted for those listed.

I assume that you will now submit the program to the Graduate School; in doing so, you may, of course, say that it has the approval and sponsorship of the Law School. If you would prefer a joint submission, that would also be agreeable.

Sincerely yours,



William B. Lockhart
Dean

WBL/mls

January 11, 1947

Professor Carl A. Amerbach
169 Francis Hall

Dear Carl:

I think it is reasonable and appropriate for me to ask your Advisory Committee to give me advice on the proposal for a joint Law-Public Administration program, a copy of which I send herewith. If you can give me early response, I can either take it quickly to the Executive Committee and the Group Committee, or defer action pending clarification of other programs in the area. I suspect that the Committees would worry a bit about the "double-counting" of 18 credits toward both the LL.B. and the M.A.P.A.; perhaps you can help us understand any special circumstances relevant to this question.

I regret adding any burden to your Committee's agenda, but I venture to hope that this one item is not a difficult one.

Sincerely yours,

Bryce Crawford, Jr.
Dean

ELC/U

FEB 17 1967

LAW SCHOOL • MINNEAPOLIS, MINNESOTA 55455

February 16, 1967

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

Dear Dean Crawford:

This will reply to your letter of January 18 asking the Public Administration Advisory Committee to state its views with respect to the proposal for a Law-Public Administration Program submitted jointly by Professor George A. Warp, the Director of the Public Administration Center and Dean William B. Lockhart of the Law School.

Our Committee discussed the proposal at our meeting on February 10 and decided to advise you to approve it. The proposal follows the lines of the existing joint program leading to a master's degree in social work and a master's degree in public administration, in which 18 credits taken in the School of Social Work are also counted for purposes of the M.A.P.A.

Our Committee wishes to encourage joint programs between the various professional schools in the University and the Public Administration Center. While we do not think that the Public Administration Center should devote itself exclusively to such programs, we think these programs will greatly strengthen the work of the Center, add a highly qualified group of students to its student body and help to attract good people to the public service. The difficulty will be to persuade students to undertake the joint program. So far, only two law students have indicated their interest in the program.

In time, too, we hope that it will be possible to launch some joint Ph.D. - M.A.P.A. programs on a similar basis.

Sincerely yours,

Carl A. Auerbach

Carl A. Auerbach
Professor of Law and Chairman,
Advisory Committee on Public Administration

CAA/jk

COLLEGE OF LIBERAL ARTS
DEPARTMENT OF HISTORY • MINNEAPOLIS, MINNESOTA 55455
614 Social Science Building

May 9, 1967

Dean Bryce Crawford
321 Johnston Hall
East Bank

Dear Dean Crawford:

At its most recent meeting the Department of History requested me as chairman of its Graduate Committee to explore with you the possibility for a change of terminology with regard to the use of the words "field," "subfield," and "subarea" to describe offerings and regulations in history.

As you know, the subject matter of history is "fractionalized". History per se is considered a "field" in current terminology. European, Asian, English, American, and Ancient history are each termed "subfields," and divisions within these subfields are termed "subareas." What we can roughly term "distribution requirements" for graduate students are framed in terms of these words.

It is our understanding that the terminology was required of us several years ago by the graduate school and replaced an older terminology by which the "major department" was history, European history (for example) was a "field," and French history a "subfield." The terminology of "field," "subfield" and "subarea" gives us no end of trouble, however. On the one hand, there is the illogic of having a "subarea" and no "area." On the other, the terms "subarea" and "subfield" imply no gradation, while in reality there is a clear gradation between "European" and "French" or "European Economic" history.

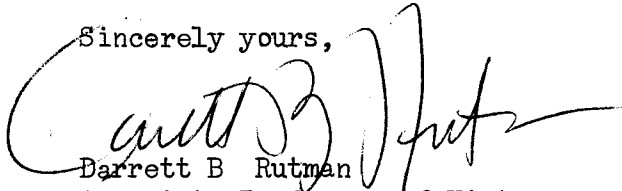
The Department realizes that the problem might seem minor. It can only cite a long experience of general and personal confusion. The Department realizes, too, that a standard graduate school terminology is to be preferred over peculiar terminologies. It suggests, however, that the Department of History be allowed to use standard terms in a manner more reflective of the situation in history. Its suggestion is that history be considered the "field," the broad divisions within the field be labeled "area" and that divisions within areas be labeled "subareas." Thus within the field of history there would be the area of European history, and within European history the subarea of French history - to remain with our example.



May 9, 1967

It is our hope that this revised terminology will be acceptable to the Graduate School and that it can be used in and subsequent to the next edition of the Graduate School Bulletin (which, I believe, will be in revision this coming academic year).

Sincerely yours,



Darrett B Rutman
Associate Professor of History
and Director of Graduate Studies

DBR/eb

cc: Dean George Seltzer, Chairman
Social Science Group Committee
225 Business Administration Tower
West Bank