

Minutes of **University Graduate Council**
October 9, 2008

Present: Lucy Marshall (AG), Rollin Beamish (A & A), Bonita Peterson (BUS), _____(EHHD), Robert Maher (ENGR), Carl Fox (DGE), Robert Bennett (L&S-Letters), CHAIR Yves Idzerda (L&S-Science), Rita Cheek (NURS), Megan Selheim (STUDENT), Tanya Skurski (STUDENT).

Also attending were Elizabeth Nichols (NURS), MaryKay West (DGE), Jen Jencso (DGE), Donna Negaard (DGE), Kristin Gill (DGE), and Laura Collins (DGE).

The meeting was commenced by the new Chair, Yves Idzerda, at 12:10 p.m. in 114 Sherrick.

Welcome to New Members and Introductions

Yves asked each member to introduce themselves. Then he gave a brief outline of what the UGC does (from the UGC Bylaws):

- Recommend and advise Vice Provost Carl Fox on graduate issues
- Review and make recommendations concerning new proposed programs
- Promote graduate education
- Advise the VP on adding or deleting courses/programs to keep graduate education at MSU sustainable.

Approval of Minutes of April 16, 2008

Motion: Motion was made and seconded to **approve the minutes**. Approved by unanimous vote.

Open Campus Forum

- For anyone who is not on the Council, to bring forth issues to the UGC
- Rollin Beamish inquired about the legislature status of the in-state budgetary status for GTAs and GRAs; Carl replied that the Board of Regents had taken no action on any university budgets or initiatives; they may do so in November after the national elections. Architecture students would probably not be affected as their grad program is only one year.

UGC Committee Reports

- Most of the 3 standing committees have lost members; is there a committee new members would like to serve on?
- Committees work thru the basics of an issue and then make recommendations to the whole UGC
- Policies and Procedures – Rob Maher
 - a) spent last 2 years going over the P and Ps, looking for the best way to do things and the best wording for understanding by students and faculty
 - b) nothing to report at this time
 - c) will cover previously presented concerns in the future

- Governance – Rita Cheek
 - a) Bylaws of UGC were passed at the last UGC meeting
 - b) This committee may not be too active in the future.
- Curriculum – Carl Fox
 - a) Has not become active
 - b) Committee would review proposed courses and programs (make sure the basic steps have been taken and proper department approvals have been obtained) and then make recommendations to the whole UGC.
 - c) Could become a very active committee.

DGE Staff Reports

- Recruiting Activities – Kristin Gill
 - a) DGE has two admission coordinators who do the recruiting (Kristin and Kaylee Ranck)
 - b) So far, they have been to fairs at Carroll College, U of MT, MSU
 - c) They have received 25 “interest cards”—which have been forwarded to the depts.
 - d) Future recruiting includes 5 days in Utah locations, Ft. Peck and Ft. Belknap reservations, California Forum for Diversity, Blackfeet reservation
 - e) Depts. are submitting one sheet (2 sided) describing their department and programs, which will be taken to future fairs
 - f) Carl reported graduate enrollment numbers have increased (DGE has met the 5 year goal for grad enrollment—now 1,850); significant increase in the number of part time students (MSSE and Education); 20 of 33 grad programs showed increases
 - g) Three new things have been instituted:
 - DGE has access to McNair undergrad students (high achieving minority undergrads with special funding)
 - Molecular Biosciences has had great response to using the GRE name database (sort for specific student types to recruit)
 - Carl sent an email to MSU grad coordinators asking which departments have funding and space for new grads
- Planned Meal Meetings
 - a) Breakfast for Grad Coordinators – Oct. 21; Carl will give a short report to update and then open up for discussions and any questions
 - b) Administrative Associates lunch – Nov. 18; DGE works with them all the time and appreciates their assistance; there will be some training by DGE and then open to questions
 - c) MSU employees lunch – Oct. 29; for MSU employees that may want to increase their education (undergrad or grad degree); tuition is free for MSU employees; an info session will be presented during the lunch
 - d) Registrar’s lunch – Nov. 14; DGE works with the Registrar’s office constantly and they are always extremely helpful
- DGE Graduate T shirts

- a) Did not turn out to be a fund raiser—but did well as a tool to increase the visibility of DGE on campus
 - b) 3 colors in L and XL left—free for UGC members
- DGE Agenda for AY 09
 - a) The “TO DO” list for DGE was handed out (44 items)
 - b) Carl mentioned just a few:
 - 1. Change name from DGE to “Graduate School”; his review of 14 land grant schools showed majority were called Graduate School; DGE is member of Council of Graduate Schools and of W. Assn. of Graduate Schools; DGE is often confused with the Education dept.; when students study websites, they look for “grad school”, not “div. of grad. educ”
 - 40. Math 4 + 1 program would allow undergrad seniors to begin their grad program in their senior year; would need an increase to 12 credits
 - 41. Art History has had its first reading before the Board of Regents
 - 43. Carl talked to education about the possibility of a MA in “Teaching English as a Second Language”; there are 93 students in the ACE program
 - 44. American Studies – PhD was approved by UGC at the last meeting; U of MT also has this program in the works; will meet with them to discuss differences prior going to Board of Regents
 - 45. English PhD – would be a degree in English to be used in the humanities fields such as museums, non-profits—not to become an English professor
 - 14. GTA Training – Jen reported that students wanted more structured GTA training; in Fall 08, DGE offered enhanced GTA orientation with education faculty giving seminars;
 - DGE now offers a one credit seminar for new GTAs; it is free and will be posted on their transcript; students must meet 2 out of the 3 groups classes, keep a reflective journal, and write their philosophy of education; there has been one group meeting to date—not a lot of training, but very good discussions of common issues.

Family Psychiatric Mental Health Nurse Practitioner Option – Elizabeth Nichols

- a) Elizabeth reported that the College of Nursing had been approached by the health providers in Missoula to try to help them get adequate mental health nurse practitioners
- b) Three years ago, a committee appointed by the Board of Regents was asked to advise the B of R on the health care work force needs—a need for mental health practitioners was a high need
- c) Need was for those who could do evidence-based therapy, write and manage prescriptions, and make referrals
- d) Written support from mental health providers has been received from across the state
- e) This would be a B of R Level I request for an option in an existing graduate program
- f) Nursing is writing a grant for startup funds for 3 years of training, to start next fall

- g) Nursing needs UGC approval of their request as soon as possible so they can pass it on to the B of R meeting in November, and meet the grant deadline in December (if they do not receive the grant, there will be no new option).
- h) There are 5 new course offerings; they have faculty who can teach the courses (teach across the state, based on a common syllabus)
- i) The closest similar program is at Gonzaga University in Spokane
- j) Can be nationally certified by 2 groups
- k) Has been approved by the nursing faculty—all distance delivered
- l) Carl made the following comments
 - HHD at MSU has contacted Carl about helping nursing with their curriculum – but their classes are all on the MSU campus
 - Expressed concern about the quality of distance courses—who will provide clinical supervision? Elizabeth said that each student would be paired with a preceptor and a certified clinical supervisor would visit the practice sites
 - B of R meets on Nov. 20 in Missoula

Motion: Rob Maher motioned that **the F P M H N P Option be recommended to Carl Fox for approval as it meets quality, integrity and sustainability.** Rob Bennett seconded; approval was by unanimous vote (with the exception of Rita Cheek abstaining).

570 Independent Study Approvals – Donna

- a) Should DGE or the head of the department be responsible for the final review?
- b) 50% of 570s have questions that have to be clarified, mostly with instructors
- c) Is it possible for a student to fail a 570?
- d) Donna will email concerns she has about the reviews and include how many 570 she processes each semester
- e) Donna asked the members to discuss 570s with their college members and bring her feedback for the next meeting.

Employment Authorization Form – Donna

- a) There is confusion about this form
- b) If a grad is a GTA or a GRA, does DGE allow the student to work OVER 20 hours?
- c) More and more students are working over the 20 hours (usually 2 – 5 hrs/week)
- d) Should DGE still be involved with requiring paperwork to back up grads working over 20 hours?
- e) From Payroll's view, working over 20 hours MAY involve providing benefits
- f) If DGE did away with this form, how would depts. or DGE know how many grads are working over 20 hours?
- g) Members to go back to their colleges for discussions and suggestions to bring back to UGC

Future Meetings

- a) Nov. 20 is questionable—B of R
- b) Oct. 23 – discuss Vice Chair

MaryKay West
Division of Graduate Education