MINUTES

Members Present: Wendy Crone, Caroline Alexander, Duncan Carlsmith, Cynthia Czajkowski, Ted Golos, Michael Graham, Robert Howell, Daniel Kleinman, Lisa Martin, Pamela Potter, Kevin Shinners, Fernando Tejedo, Susan Thibeault

Members Absent: Mary Louise Gomez, José Pincheira, Stephen Quintana, Tracy Schroepfer, Kirsten Wolf

Guests: Greg Downey, Katy Duren, Elaine Klein, Lisa Naughton, Don Stone, Ray Vanderby, A-Xing Zhu

Staff: Alissa Ewer, Marty Gustafson, Kelly Haslam, Elena Hsu, Jennifer Martin, Mary Butler Ravneberg, Linda Scholl

Interim Dean Wendy Crone called the meeting to order.

The minutes of March 13, 2015 were approved with minor edits.

Information Items:

1. Interim Dean Wendy Crone confirmed that GFEC members should hold their calendars for a June 5, 2015 GFEC meeting and asked the members to let the Graduate School know if they cannot attend the June meeting.

2. Katy Duren from the Division of Continuing Studies and Assistant Dean Marty Gustafson from the Graduate School Office of Academic Planning and Assessment presented updates regarding “non-pooled” tuition programs (also known as 131, program revenue, and El programs). Whereas traditional programs students’ tuition payment is pooled centrally and allocated out to school/colleges and administrative units to support the academic and instructional mission of the University, non-pooled tuition programs receive the tuition paid by students directly. The revenue that non-pooled programs collect is expected to cover the program’s instructional and direct student support costs. Non-pooled programs provide set, applied and practice-oriented curricula to students in evening/weekend, online, or otherwise flexible delivery modes. 22 new post-baccalaureate non-pooled programs have been approved by the GFEC in the last 3 years; 4 new “traditional” (pooled) post-baccalaureate programs have been approved in the same time period. Duren and Gustafson explained to the GFEC that this rapid expansion of non-pooled programs has led to a series of new policies specific to non-pooled programs that have been developed to help those programs manage their finances, protect the mission of traditional programs, and continue to serve students with high-quality programs. Non-pooled programs are responsible for publicizing policy regarding their students' ability to seek assistantships or enroll in courses or programs outside of their non-pooled program.
Approvals:

1. Associate Dean Daniel Kleinman introduced Don Stone from the Department of Materials Science and Engineering and Director of the Material Science Program Ray Vanderby who presented the request for approval of changes to the Materials Science and Materials Engineering graduate programs:

   - Discontinue the Materials Science M.Eng./M.S./Ph.D. – effective Fall 2019
   - Rename the Materials Engineering M.Eng./M.S./Ph.D. to Materials Science and Engineering M.Eng./M.S./Ph.D. – effective Spring 2016
   - Suspend Admissions for Materials Engineering M.Eng./M.S./Ph.D. – effective Spring 2016
   - Suspend Admissions for Materials Science M.Eng./M.S./Ph.D. – effective Spring 2016

Interim Dean Wendy Crone disclosed her affiliated status with the two graduate programs. Vanderby and Stone noted that the changes to the Materials Science and Materials Engineering programs will retain the interdisciplinary strength of the Materials Science program and the integrity of the materials engineering discipline. Materials Science program faculty will be integrated into the Materials Engineering department as faculty affiliates, and members from both the department and the Materials Science Program will serve as joint faculty members. Vanderby and Stone noted that the matters of a shared admission process, qualifying exam structure, preliminary exam structure, and courses that will become the Materials Science and Engineering program’s core requirements have not yet been identified nor agreed upon by faculty. The GFEC recognizes the efficacy of the proposed changes, and requests that the faculty leadership provide a timeline detailing the remaining actions needed to effectively and appropriately “merge” the two programs, including agreement from current students regarding their plans for receiving old degree names or the new degree name, and additional proof of faculty commitment from both units (beyond “good will”). The GFEC requests the program’s timeline/plan for continuing the effective merger of the programs by September 2015, and that the program develop a detailed plan of current students’ intended program of degree-completion by November 2015.

Motion: Moved and seconded to approve the requested changes to the Materials Science and Materials Engineering programs as detailed in the above bullets. The motion was passed contingent on the GFEC’s request that the program provide timeline or plan for collecting wider faculty approval for the “merger”, collecting current students’ intended major program as they complete degree requirements, and information regarding merged program requirements, with 11 votes for and one technical abstention.

2. Associate Dean Daniel Kleinman introduced Robert Howard, associate director of the folklore program, who presented the request for approval of the following changes to the Comparative Literature graduate program:

   - Rename Comparative Literature M.A./Ph.D. to “Comparative Literature and Folklore Studies” M.A./Ph.D. – effective Fall 2016
   - Create named option titled “Comparative Literature” in Comparative Literature and Folklore Studies M.A./Ph.D. – effective Fall 2016
   - Create named option titled “Folklore Studies” in Comparative Literature and Folklore Studies M.A./Ph.D. – effective Fall 2016
Interim Dean Crone thanked GFEC member Robert Howell for serving in the capacity of “GFEC consultant” to the programs to assist with the preparation of their proposal. Howard explained that the two small units of Comparative Literature and folklore studies had previously merged administrative units into the newly created Department of Comparative Literature and Folklore Studies; the above-referenced request for changes continues the intent for a larger combined program incorporating both comparative literature and folklore studies with efficiencies in shared administration and the benefit of a more diverse faculty than either unit had independently. Howard commented that the Department believes the proposed changes will expand the graduate community of scholars and be more attractive to and better serve graduate students, making the program more competitive but not substantially increasing overall student enrollment. Howard clarified that the existing doctoral minors in “Comparative Literature” and “Folklore Studies”, though intended to serve students unaffiliated with the program, will be available to doctoral students in the CLFS program so long as they seek the minor that does not have the same name as their named option. Howard ended his presentation to the GFEC by noting that the graduate program in Comparative Literature and Folklore Studies will be undergoing a full program review in the 2015-2016 academic year per the prior agreement between the Graduate School and the College of Letters and Sciences.

Motion: Moved and seconded to approve the requested changes to the Comparative Literature graduate program as detailed in the above bullets. The motion was passed unanimously.

3. Associate Dean Daniel Kleinman introduced A-Xing Zhu and Lisa Naughton from the Department of Geography who presented the request for approval of a named option titled “GIS Development” in the Cartography and Geographic Information Systems M.S. program. The online named option is being developed as a non-pooled tuition program, and will provide education in advanced development/application support for geographic information systems (GIS). The GFEC requested that the Department of Geography provide an update back to the GFEC when the courses planned for the named option curriculum are fully approved.

Motion: Moved and seconded to approve the named option GIS Development in the Cartography and Geographic Information Systems M.S. program. The motion was passed unanimously.

4. Associate Dean Daniel Kleinman introduced the request to discontinue the capstone certificate titled “Nursing Care of Children with Chronic Conditions in Schools”. In advance of admitting any students to the new certificate, program leadership realized that changes in the discipline and new Wisconsin Act 10 legislation had made the capstone program untenable.

Motion: Moved and seconded to discontinue the capstone certificate titled “Nursing Care of Children with Chronic Conditions in Schools”. The motion was passed unanimously.

Program Reviews and Updates:

1. Associate Dean Daniel Kleinman introduced GFEC member Fernando Tejedo, who presented the Institutional (10-Year) Review of the Teaching English to Speakers of Other Languages (TESOL) graduate/professional certificate program. Addressed were the program’s strengths, including a recent streamlining and clarification of certificate requirements, and good student satisfaction. The GFEC also discussed the review committee’s recommendations that TESOL leadership address potential gaps in student advising, better track student progress via declaration forms, and develop a strategic plan for
the certificate (including a student handbook incorporating a grievance procedure for students, and program goals and learning objectives). The GFEC requests the program consider and incorporate the review committee’s recommendations to develop a TESOL certificate student orientation meeting and develop a grievance procedure for students by September 2015.

Motion: Moved and seconded to accept the Institutional (10-Year) Review of the graduate/professional certificate in Teaching English to Speakers of Other Languages (TESOL). The motion was passed unanimously.

2. Due to time constraints, the Program Review Updates scheduled for this April 13, 2015 GFEC meeting will be moved to the agenda of the May 8, 2015 GFEC meeting.