University of Wisconsin-Madison  
Graduate Faculty Executive Committee  
1:30 pm – 3:30 pm, Room 52 Bascom Hall  
October 9, 2015

MINUTES

Members Present: Caroline Alexander, Susan Babcock, Cynthia Czajkowski, Kristin Eschenfelder, Mary Louise Gomez, Michael Graham, Robert Howell, William Karpus (Chair), Daniel Kleinman, Parmesh Ramanathan, Patricia Rosenmeyer, Tracy Schroepfer, Fernando Tejedo-Herrero, Ray Vanderby

Members Absent: Lisa Martin, Nicole Perna, José Pincheira, Pamela Potter, Susan Thibeault

Guests: Mo Bischof, Sarah Daniels, Regina Lowery, Jocelyn Milner, Douglas Wiegmann

Staff: Judy Bauman, Eileen Callahan, Marty Gustafson, Michelle Holland, Elena Hsu, Jennifer Martin, LaRuth McAfee

Dean William Karpus called the meeting to order.

The minutes of September 11, 2015 were approved as written.

Information Item:

Associate Dean Daniel Kleinman introduced Associate Vice Provost Mo Bischof, who presented an update regarding learning goals collection and campus assessment planning requirements. Bischof thanked the GFEC for their support in the learning goal collection exercise which was completed July 1, 2015, and noted that the GFEC’s support is crucial to the overall success of continual assessment efforts on campus. Bischof noted that her unit in the Office of the Provost will partner with school/colleges, departments, and programs to provide resources, templates, and models for assessment planning in programs’ development and submission of graduate and undergraduate assessment plans due July 1, 2016. If any unit on campus would like assistance with developing or tuning their assessment plans, Bischof urges them to contact her or her office.

Approval:

1. Associate Dean Daniel Kleinman introduced the request to discontinue the graduate/professional certificate of Specialist in Gerontology. The certificate does not have faculty support to continue at the graduate/professional level, and there has been no enrollment nor awards in the graduate/professional certificate since 2010.

Motion: Moved and seconded to approve the discontinuation of the graduate/professional certificate of Specialist in Gerontology. The motion was passed unanimously.
Program Reviews:

1. GFEC member Mary Louise Gomez presented the 5-Year Review of the graduate/professional certificate in Business, Environment and Social Responsibility. Gomez noted the certificate program’s strengths, including high student satisfaction, healthy student enrollment and an informative web presence. Gomez also informed the GFEC of the recommendations that the program develop an approach for assessment regarding the efficacy of their learning goals, and that the program continue efforts to grow enrollment across campus in the certificate. The GFEC recommends the program consider the review committee’s recommendations.

Motion: Moved and seconded to accept the Five-Year Review of the graduate/professional certificate in Business, Environment and Social Responsibility. The motion was passed unanimously.

2. GFEC member Fernando Tejedo-Herrero presented the Institutional (10-Year) Review of the Philosophy M.A./Ph.D. program. Tejedo-Herrero noted the program’s strengths, including a supportive climate for graduate students and recent improvements regarding the gender balance among graduate students in the program. Tejedo-Herrero also noted the review committee’s recommendations, including that the program develop formal and documented mechanisms that will ensure consistency in program quality – likely in the form of a comprehensive program handbook. The handbook might detail new improvements in advising for students regarding professional development and career opportunities/trends outside of academia, and establish rigorous policies for evaluation of graduate students earlier in their studies to improve the time-to-degree and completion rates. The review committee also recommended the program take measures to improve the living and working realities of their graduate students. The review noted that much of the success of the graduate program has relied on the energetic work, in many areas, of the department chair. GFEC members discussed the importance of spreading responsibility for the aspects of a successful graduate program, like professional development and job market preparation, across several participating faculty members. The GFEC joins the review committee in recommending the program adopt these measures.

Motion: Moved and seconded to accept the Institutional (10-Year) Review of the M.A./Ph.D. program in Philosophy. The motion was passed unanimously.

3. Associate Dean Daniel Kleinman introduced the three-year check-in of the named option titled “Sustainable Systems Engineering” in the Engineering M.Eng. The three-year check-in was developed in response to the GFEC stated interest in ensuring quality in new graduate programs given the proliferation of non-pooled programs. After review of the Sustainable Systems Engineering named option response document, the GFEC members proposed a series of improvements that may be made to the three-year check-in document that may better guide programs’ responses, and asked the Graduate School to coordinate with Sustainable Systems Engineering in improving the document, their responses to it, and to report back to the GFEC again when the document has been improved. The GFEC hopes that the Sustainable Systems Engineering responses to the document will then be in such order that they may be used as an example for subsequent program responses to the three-year document.
4. Douglas Wiegmann from the Department of Industrial Engineering provided a program review follow-up regarding the graduate/professional certificate titled “Patient Safety”. Wiegmann reported regarding the certificate’s faculty committee and their plans for moving forward, including new processes for flexibilities in certificate requirements and a system for tracking student enrollment. Wiegmann noted the certificate faculty are still working to determine program learning goals and assessment efforts that will measure the achievement of those goals.

5. Associate Dean Daniel Kleinman introduced the program review follow-up discussion regarding the review of the Materials Engineering and Materials Science programs, after the review of which the programs were approved to merge into one program titled “Materials Science and Engineering”. Kleinman noted that all the details of the newly-merged Materials Engineering and Science graduate program were not yet defined; the GFEC agreed that the transition to a merged program from two distinct programs was nuanced, and expressed appreciation that the programs were transparent in incorporating students’ concerns and needs as they prepare to fully define the merged program in advance of the Spring 2016 term. Kleinman noted that the Graduate School staff will continue to work with the program to appropriately arrange the details of the merger and its effect on current and incoming students.

Adjournment:

Motion: Moved and seconded to adjourn. The motion passed unanimously.