Interim Dean Wendy Crone called the meeting to order.

The minutes of December 12, 2014 were approved as written.

Information Item:

Associate Dean Daniel Kleinman presented the report from the Ad Hoc Committee on Graduate School Restructuring, noting the report’s main categories of praise, themes, and priorities for the Graduate School. Interim Dean Crone expressed her gratitude for the faculty and staff who time spent on the report, and noted that the Graduate School Academic Planning Council (GSAPC) will dedicate additional conversation regarding implementation of the outlined Graduate School priorities at their scheduled February 20 meeting.

Approvals and Updates:

1. Associate Dean Daniel Kleinman introduced John Harrington and Travis Flohr from the Department of Landscape Architecture, who presented the request for approval a capstone certificate in Geodesign. The fully online capstone certificate program will provide geospatial design skills to working professionals. The capstone certificate is an Educational Innovation and non-pooled tuition model initiative. The first cohort of students in the capstone certificate are expected to enroll in the Fall 2015 term; the certificate will have a 14-credit sequential curriculum. The GFEC appreciated the proposal’s commitment to ensuring “that certificate instructional obligations are not conflicting with Department of Landscape Architecture instructional obligations, including managing teaching loads”, and asks that the department further outline strategy for maintaining the commitment.

Motion: Moved and seconded to approve the capstone certificate in Geodesign, contingent on the GFEC’s request the department provide a written strategy outlining distinct teaching load responsibilities. The motion was passed unanimously.
2. Associate Dean Daniel Kleinman introduced Thomas Jahns from the Department of Electrical and Computer Engineering and Marty Gustafson from the Department of Engineering Professional Development, who presented the request for approval a capstone certificate in Power Conversion and Control. The capstone certificate is an Educational Innovation and non-pooled tuition model initiative, and will be the first capstone certificate in the College of Engineering. The fully online capstone certificate program aims to provide foundational course training to establish students’ proficiency in the power engineering and control field. The first cohort of students in the capstone certificate are expected to enroll in the Fall 2015 term; all students in the program will complete a 3-course/9-credit curriculum.

**Motion:** Moved and seconded to approve the capstone certificate in Power Conversion and Control. The motion was passed unanimously.

3. Associate Dean Daniel Kleinman introduced the request to discontinue the M.S. in Business: Actuarial Science and the named option titled “Entrepreneurial Management” in the Business: Management and Human Resources MBA program. Both programs suspended admissions in Fall 2010, thus, neither program has students currently enrolled. The GFEC agreed that the School of Business should identify plans for discontinuing or revitalizing the corresponding doctoral minor in Actuarial Science, as the minor has been awarded to only one student since it was created.

**Motion:** Moved and seconded to discontinue the M.S. in Business: Actuarial Science and to discontinue the named option titled “Entrepreneurial Management” in the MBA in Business: Management and Human Resources. The motion was passed unanimously.

4. Associate Dean Daniel Kleinman introduced the curriculum report regarding the Resource and Energy Demand Analysis named option within the Agricultural and Applied Economics M.A. degree. The GFEC agreed that the report sufficiently addressed issues of previously un-approved courses in the named option’s curriculum.

**Motion:** Moved and seconded to approve the curriculum report regarding the Resource and Energy Demand Analysis named option within the Agricultural and Applied Economics M.A. degree. The motion was passed unanimously.

**Program Reviews and Updates:**

1. Associate Dean Daniel Kleinman presented the program review follow-up for the Microbiology doctoral program, in response to the program’s GFEC review on May 2, 2014. The GFEC commends the program on its recent improvement implementation measures, and looks forward to the continuing success of the program. The GFEC requests the MDTP faculty submit proposal to un-suspend admissions and rename the Medical Microbiology and Immunology M.S. degree in time for the May 2015 GFEC meeting.

2. Associate Dean Daniel Kleinman presented the program review follow-up for the Food Science M.S./Ph.D. program, in response to the program’s GFEC review on November 8, 2013. The GFEC requests further improvement efforts related to Food Science’s program review committee recommendations, including speaking with the Graduate School’s Assistant Dean for Diversity Inclusion and Funding regarding more robust diversity recruitment and retention efforts, providing evidence
regarding students’ funding external to UW-Madison sources, and continued development of strategies to improve the program community and funding security for graduate students. The GFEC requests that the Food Science faculty leadership attend the March GFEC to discuss these and other program quality items.

3. Associate Dean Daniel Kleinman presented the program review follow-up for the Business Ph.D. program, in response to the program’s GFEC review on October 11, 2013. The GFEC commends the Business Ph.D. program on its improvement efforts, and suggests the program consider sharing the Business Ph.D. program handbook on the internet so that it is available to prospective as well as current students (in addition to its current location on the Business School intranet).

4. Associate Dean Daniel Kleinman presented the program review follow-up for the Mechanical Engineering M.Eng./M.S./Ph.D. program, in response to the program’s GFEC review on June 6, 2014. The GFEC agreed that the program is giving due attention to the matters of graduate student handbook enhancement, improved diversity efforts, and reducing teaching load to better students’ experiences, and encourages the program to continue with these improvement efforts.

5. Associate Dean Daniel Kleinman introduced GFEC member Lisa Martin, who presented the Institutional (10-Year) Review of the Environment and Resources M.S./Ph.D. program. Martin noted the program’s strong interdisciplinary emphasis, lack of core requirements, a low sense of expectation regarding what it means to be a faculty affiliate of the program, and high student attrition rate. The review committee found that the program was viable, but too large, citing the large size of the program in comparison to the advising resources and funding available to students. The GFEC raised concerns regarding the make-up of the program review committee, noting that all members except for Lisa Martin were faculty affiliates of the program, thus making it difficult to be impartial reviewers. The GFEC agreed that the spirit of an outside review committee was not met, and called to table the review until the March GFEC meeting. In the meantime, Interim Dean Wendy Crone will contact the Director of the Nelson Institute to express GFEC’s concerns.

Motion: Moved and seconded to table the Institutional (10-Year) Review of the Environment and Resources M.S./Ph.D. program.