Members Present: Susan Babcock, Duncan Carlsmith (not present for last two motions), Kristin Eschenfelder, Mary Louise Gomez, Michael Graham, Robert Howell, William Karpus (Chair), Lisa Martin, José Pincheira, Tracy Schroepfer, Fernando Tejedo-Herrero, Ray Vanderby

Members Absent: Caroline Alexander, Cynthia Czajkowski, Daniel Kleinman, Nicole Perna, Patricia Rosenmeyer, Susan Thibeault, Kirsten Wolf

Guests: Scott Anderson, Mark Craven, David Eide, Ted Golos, Jocelyn Milner, Sarah Pfatteicher, Andrea Poehling, Whitney Sweeney, Susan Zaeske

Staff: Judy Bauman, Marty Gustafson, Kelly Haslam, Michelle Holland, Jennifer Martin, LaRuth McAfee, Katie Sattler

Dean William Karpus called the meeting to order and suggested the order of business be altered. Having heard no objection from the membership, the meeting agenda was altered.

Program Review:

Former GFEC member Ted Golos introduced the Institutional (10-Year) Review of M.S./Ph.D. in Dairy Science. Golos noted the program’s strengths, including excellent national and international reputation, good graduate student funding, passionate and engaged students and in-demand program graduates. Golos also discussed review committee recommendations, including development of a graduate student handbook, including a grievance procedure for students, development of a formal onboarding for new graduate students and that the Department consider providing and/or incorporating more opportunities in which students may learn professional development and critical workplace skills that may foster students’ professional success. The GFEC expressed concern regarding the low number of underrepresented minority students enrolled in the program and the review committee’s findings that the masters’ program enrolls more women than men, but that the Ph.D. enrolls double the amount of men than women. The GFEC joins the review committee in encouraging the program to implement program review recommendations, investigate the gender balance discrepancies between the M.S. and Ph.D. degrees and continue to work to improve recruitment, enrollment and retention of underrepresented minority students. The GFEC commends the program on their strengths and continuing efforts to improve their graduate program and requests the program report back to the committee regarding efforts in support of program review recommendations in time for the December 2016 GFEC meeting.
Motion: Moved and seconded to accept the Institutional (10-Year) Review of the M.S./Ph.D. in Dairy Science. The motion was passed unanimously.

The minutes of May 13, 2016 were approved as a matter of automatic consent.

Information Items:

1. Dean William Karpus and the GFEC thanked Duncan Carlsmith, Robert Howell and Lisa Martin for completing their four years of service on the GFEC, and thanked Susan Babcock for agreeing to an additional one-year term in 2016-2017. New GFEC members beginning terms in the 2016-2017 academic year include Christa Olson, John Pfotenhauer, Parameswaran Ramanathan, Stephanie Tai and Monica Turner. Dean Karpus also thanked Jennifer Martin for her six years of administrative service in support of the committee.

2. Assistant Dean Marty Gustafson informed the GFEC of revisions to campus policy and guidelines for academic program reviews and low-award programs. Gustafson noted that the process, people, responsibilities, and criteria for program review remain unchanged, but that reviews would now be initiated eight years after the last completed review so that the review’s charge, review committee work, and governance approvals could all be completed by year ten. Gustafson also noted that new resources for the program review process are available, including templates and guidelines for charge memos, self-studies, review committee reports and links to data sources. Gustafson ended in reminding the GFEC that no new proposals may make way though campus governance approval if programs in the academic home are not up to date in program review, and that low-awarding programs will be subject to an out-of-cycle program review. The new set of policies and guidelines for program review and low-awarding programs are scheduled for approval at the June 16, 2016 University Academic Planning Council (UAPC) meeting.

Approvals:

1. Dean William Karpus introduced Professor Mark Craven from the Department of Biostatistics and Medical Informatics, who presented a request to suspend admissions to the Capstone Certificate in Bioinformatics. Craven noted that the suspension is a result of strategic planning as the Department prepares to propose a new degree in Biomedical Data Science, and was also recommended in the recent program review of the certificate program. Craven noted that the Department will use the suspension’s three-year time period to determine if there is continued value in providing the capstone certificate program to University Special (non-degree seeking) students. Craven concluded by noting that the Department has launched efforts to promote and support the graduate/professional certificate of the same name, thus the Graduate/Professional Certificate in Bioinformatics remains an active credential available to graduate degree-seeking students.

Motion: Moved and seconded to approve the suspension of admissions to the Capstone Certificate in Bioinformatics. The motion was passed unanimously.
2. Professor Mark Craven presented a request to rename the degree titled Master of Science-Biomedical Informatics to Master of Science-Biomedical Data Science, effective for the program's continuing and new students Fall 2016. Craven noted that “biomedical data science” is a more fitting term to encompass the two areas of emphasis in the degree, and that the M.S. will complement the anticipated Ph.D. in Biomedical Data Science, which is scheduled for governance review and approval in the Fall 2016 term. The newly renamed and restructured M.S. in Biomedical Data Science will serve as an alternate credential to be earned in the case doctoral students cannot complete the anticipated Biomedical Data Science Ph.D. program.

Motion: Moved and seconded to approve the rename of the Master of Science-Biomedical Informatics to the Master of Science-Biomedical Data Science. The motion was passed unanimously.

Motion: Moved and seconded to discuss the recent approval of the suspension of admissions to the Capstone Certificate in Bioinformatics. The motion was passed unanimously.

The GFEC asked the representatives from the Department of Biostatistics and Medical Informatics to clarify a perceived discrepancy in the proposal to suspend admissions to the Capstone Certificate in Bioinformatics. Department representative Whitney Sweeney clarified that while the Department budget is one of a myriad of considerations when considering which credentials the Department will offer and support, it was not the sole consideration and rationale for requesting to suspend the Capstone Certificate in Bioinformatics.

Additional Program Reviews:

1. GFEC member Robert Howell introduced the Institutional (10-Year) Reviews of M.A./Ph.D. in Chinese and the M.A./Ph.D. in Japanese. Both programs’ academic home is the Department of East Asian Languages and Literature; the Department will be renamed Asian Languages and Cultures effective July 1, 2016. Howell noted the programs’ strengths, including satisfied students with a strong sense of community, good national and international reputation for excellence, strong placement record for the programs’ graduates and active assessment activities in the program. Howell also discussed review committee recommendations, including the need for review of teaching assistantship appointment levels for students, the creation of graduate student program handbooks for each program including a grievance procedure, providing an orientation to graduate students and that the faculty work in collaboration with campus colleagues to support the next Federal Title VI application round. Neither the review of the doctoral minor in Chinese nor the doctoral minor in Japanese was addressed in the review materials, and thus the GFEC did not participate in their program review cycle at this time. The GFEC commends the programs on their strengths and joins the review committee in requesting the Chinese and Japanese programs take the review recommendations under consideration.

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

2. GFEC member Michael Graham introduced the Institutional (10-Year) Review of M.S./Ph.D. in Nutritional Sciences. Graham noted the graduate program’s strengths, including high national rankings,
supportive atmosphere for a variety of students’ academic and nonacademic career paths, and a friendly and collaborative program environment, as well as program review concerns, including the program’s need for a more comprehensive graduate student handbook that improves on ambiguous guidelines and includes an explicit grievance procedure, significantly low recruitment and enrollment of underrepresented minority students, a decline in graduate student enrollment over the last decade and the review’s acknowledgement of declining faculty in the Department. The GFEC commends the program on their strengths, and joins the program review committee in requesting the program act on review recommendations.

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

Additional Approval:

Dean Karpus introduced David Eide, chair of the Department of Nutritional Sciences, who presented the request to approve the Authorization to Implement the new Master of Science-Clinical Nutrition degree. The fully-online degree will be a non-pooled tuition model initiative and will provide students a pathway to certification as a “registered dietician” under new industry accreditation rules. The GFEC thanked Eide for the proposal’s clarification regarding the intended faculty directorship model and credit expectations for part-time professional students. Eide noted to the GFEC that though the Department may have faculty level concerns, the Master of Science-Clinical Nutrition degree would be supported with both a percentage of current faculty time and new clinical instructors. Eide went on to note that the Department is motivated to make the new degree a success given its importance for the success of the field and that they believe the launch of the new degree in advance of other universities will gain the program market share and competitive advantage.

Moved and seconded to approve the authorization to implement the Master of Science-Clinical Nutrition. The motion was passed unanimously.

Adjournment:

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