University of Wisconsin-Madison
Graduate Faculty Executive Committee Meeting
1:30 pm – 3:30 pm, Room 52 Bascom Hall
November 8, 2019

MINUTES


Members Absent: Chris Choi, Lara Collier, Beth Meyerand, Scott Straus, Monica Turner, Chris Walker

Guests: Jim Keck, Beth Burnside, Scott Williams, Paul Wilson, Aili Tripp

Staff: Jenna Alsteen, Amy Bergholz, Eileen Callahan, Meghan Chua, Laura Grotjan, Elena Hsu, Amy Kuether, Kirby Livingston, LaRuth McAfee, Emily Reynolds, Madeline Sena, Nick Sigmund

Dean William Karpus called the meeting to order.

Automatic Consent

1. The minutes of October 4, 2019 were approved as a matter of automatic consent.

Approvals:

2. Dean Karpus introduced Associate Dean Jim Keck and Associate Dean Beth Burnside who presented a request to approve a new degree, MS in Clinical and Health Informatics, effective Fall 2020. The interdisciplinary program is designed to serve working professionals in the healthcare industry. It will be the first Master’s program in Wisconsin accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Market research shows an intense need for the program by the healthcare industry. The program will be self-funded and enrollment restricted to 25 students in the first year to ensure quality in programming. Burnside responded to GFEC questions regarding a diversified recruitment plan, how needs are currently addressed, flexibility of course scheduling, admission criteria, a program handbook, criteria for assigning advisors, and the ability to meet growth goals,

   Motion: Moved and seconded to approve a new degree, MS in Clinical and Health Informatics, effective Fall 2020. The motion passed unanimously.

3. Dean Karpus introduced Professor Paul Wilson and Research and Education Coordinator Scott Williams who presented a request to approve a new Doctoral Minor in Energy Analysis and Policy (EAP), effective Fall 2020.

   Motion: Moved and seconded to approve a new Doctoral Minor in Energy Analysis and Policy, effective Fall 2020. The motion passed unanimously.
4. Dean Karpus introduced Professor Aili Tripp who presented a request to approve a Notice of Intent to plan a new degree, PhD in Gender and Women's Studies. The goal is to build on and transition from a Master’s program to a PhD program in order to be competitive with peer institutions.

**Motion:** Moved and seconded to approve a notice of intent to plan a new degree, PhD in Gender and Women's Studies. The motion passed unanimously.

5. Dean Karpus introduced Professor Russ Coff who presented a request to approve the following changes to the MAB in Business: Arts Administration.
   
   
b. Substantial redirection of the degree with a >50% curricular change.

The existing MA has been dormant. The goal is to revive the program to establish opportunity for students in the arts to benefit from a business education. Russ responded to questions from GFEC regarding curricular changes and the history of the existing degree.

**Motion:** Moved and seconded to approve a request to rename the degree MAB in Business: Arts Administration to MAB in Business: Arts and Creative Enterprise Leadership. The motion passed unanimously.

**Motion:** Moved and seconded to approve substantial redirection of the degree with a >50% curricular change. The motion passed unanimously.

6. Dean Karpus introduced Associate Dean Parmesh Ramanathan who presented a request to discontinue the Doctoral Minor in Freshwater and Marine Science effective Fall 2020. The minor is not being used.

**Motion:** Moved and seconded to approve a request to discontinue the Doctoral Minor in Freshwater and Marine Science effective Fall 2020. The motion passed unanimously.

**Discussion & Approval**

1. Dean Karpus introduced Emily Reynolds who presented a request to restructure the following Graduate Programs with Named Options effective fall 2020.

<table>
<thead>
<tr>
<th>Name of Degree</th>
<th>Name of New Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomedical Engineering MS</td>
<td>Research</td>
</tr>
<tr>
<td>Business: Accounting, M.Acc</td>
<td>Accounting, Assurance, Advisory</td>
</tr>
<tr>
<td>Cartography and Geographical Info. Sys. MS</td>
<td>Thesis</td>
</tr>
<tr>
<td>Civil and Environmental Engineering MS</td>
<td>Research</td>
</tr>
<tr>
<td>Computer Sciences MS</td>
<td>Computer Sciences</td>
</tr>
<tr>
<td>Curriculum and Instruction MS</td>
<td>Research</td>
</tr>
<tr>
<td>Economics MS</td>
<td>Economics</td>
</tr>
</tbody>
</table>
The revised structure of these programs will make them consistent with other UW-Madison admission structures and creates the ability to effectively track data for the programs. Guide pages will be developed for all new named options. All curriculum and learning outcomes will remain the same.

**Motion:** Moved and seconded to approve the above named options effective Fall 2020. The motion passed unanimously.

**Program Reviews**

7. GFEC member Professor Leslie Smith III presented the Institutional 10-Year Program Review of the Creative Writing MFA in the College of Letters & Science. Smith noted strengths of the program include diversity, a 100% graduation rate, the ability to support students throughout the two-year program, rank within the top-ten Creative Writing programs, *Life after the MFA program* seminar, and a robust publication rate of Alumni.

The review committee recommendations include the assembly of a student handbook, development of student assessment rubrics, exploration of a third year of teaching with Composition Rhetoric, discontinuation of the Doctoral Minor, integration into the governmental bodies of the department, and address overload work situation of current staff taking on extra managerial tasks in the department.

**Motion:** Moved and seconded to accept the Institutional 10-Year Review of the Creative Writing MFA in the College of Letters & Science. The motion passed with one abstention.

8. GFEC member Professor Shannon Stahl presented the Institutional 10-Year Program Review of the Electrical Engineering MS/PhD/Doctoral Minor. Professor Stahl noted strengths of the program include the restructured departmental administration incorporating an associate chair of graduate and online studies, diversity of faculty hiring initiatives, high job placement and career advancement, recent clarification and transparency of student
handbook, five-year funding commitments, proactive identification of students that are not meeting expectations in progressing toward their degree.

Stahl discussed review committee concerns, including insufficient staff for graduate programs, potential effects of the five-year funding guarantee policy, inequity in the TA workload, insufficient TA support for classes, need for a long-term plan for providing mental health and wellness resources, and diversity.

Committee recommendations include creating a new graduate-focused staff position, monitoring the impact of the five-year funding guarantee policy, assess the TA workload and appointment percentage, increase the number of TA positions, and expand mental health and wellness support.

**Motion:** Moved and seconded to accept the Institutional 10-Year Review of the Electrical Engineering MS, PhD, Doctoral Minor in Electrical Engineering. The motion passed with two abstentions.

**Adjournment:**

Meeting adjourned by Dean William Karpus.