

**University Graduate Committee Meeting Minutes**

**Wednesday, March 22, 2023**

**3:00-5:00pm – Online Via Zoom**

**Members Present:** Viacheslav Fofanov Chair (Informatics & Computer Science), Rebecca Best (Earth and Sustainability), Gayle Blanchard (Educational Leadership), Laura Bounds (Graduate College), Colleen Byron (Organizational Leadership), Joe Collentine (Spanish), Tiffany Cooke (Physician Assistant Studies), Emery Eaves (Anthropology), Joshua Emery (Astronomy & Planetary Science), Heidi Feigenbaum (Engineering-Mechanical), Thomas Finger (History), Jeffrey Foster (Biological Sciences), Peter Friederici (Sustainable Communities), Michael Gowanlock (Computer Science), Nicole Hampton (Special Education), John Heick, (Physical Therapy & Athletic Training), Rich Hofstetter (Forestry), Stephanie Hurst (Chemistry), Chelsey E. Johnson (English/Creative Writing), Mahendra Joshi (Business Administration), Chesleigh Keene (Educational Psychology), Gretchen McAllister (Teaching & Learning, Curriculum & Instruction), Leslie Mitchell (Informatics), Truong Nghiem (Informatics & Computer Science), Laura Noll (Psychological Sciences), Brettania O’Connor (Public Health), Natalie Randolph (Social Work), Sara Rinfret (Public Administration), Rich Rogers (Communication), Brendan Russo (Engineering-Civil), Erik Schiefer (Geography, Planning & Recreation), Janine Schipper (Sociology), Sandra Stewart (Clinical Speech and Language Pathology), James Swift (Mathematics and Statistics), Ann Vert (Nursing & PL), Andy Walters (Psychological Sciences), Kyle Winfree (Computer Science), Nancy Wonders (Criminology & Criminal Justice), Brittany Blanchard (Library), Maribeth Watwood (Ex Officio: Graduate College Dean), Melinda Treml (Ex-officio: Curriculum and Assessment).

**Members Absent:** Dave Auty (Forestry), Luke Plonsky (Applied Linguistics), Hal Tagma (Politics and International Affairs), Jose Moreno (Ethnic Studies), John Gibbs (Applied Physics), Nancy Sullivan (Music)

**UGC Chair, Viacheslav (Slava) Fofanov welcomed everyone to the meeting and the meeting came to order at 3:00 pm MST.**

**Guest Speakers:**

**Melinda Treml, Office of Curriculum and Assessment**

1. **ACTION -** UGC February 2023 meeting minutes: Motion to approve the UGC February 2023 meeting minutes as distributed was made by John Heick and seconded by Stephanie Hurst and Collen Byron; **minutes were approved** (0 nay votes and 1 abstention), via zoom chat box.
2. **Associate Dean Bounds updates –** 
   1. Laura thanked the UGC sub-committees for their time and evaluations - finished 27 preliminary 3MRP heat presentations today. Students appreciated all the feedback. Laura will be compiling scores tomorrow. The in-person final competition is April 6th 3:30 to 5:00pm followed by the GSG poster symposium, 5:30-7:00pm
   2. Laura is coordinating the Outstanding Graduate Coordinator and Graduate Assistant nominations and summaries. Laura will send those out to the UGC subcommittee for review.
   3. Wrapping up the Quayle and Graduate Scholar feedback from the UGC subcommittee to award and acknowledge these top-notch people.
3. **Policies up for Vote:**
   1. In Progress or Incomplete Grades (#100406, 4th discussion)
      1. Motion to move on the Incomplete wording: Colleen Byron, seconded by John Heick. Motion passed: 26 ayes, no nays, no abstentions
   2. 598 Course Line for Independent Study (2nd discussion)
      1. Individualized approach to selected topics by guided reading and critical evaluation. Pass/Fail or letter grad. May be repeated for up to 6 units of credit.
      2. Motion to move on the 598 Course Line: Colleen Byron, seconded by Rich Hofstetter. Motion passed 26 ayes, no nays, 1 abstention
4. **Policies Under Continued Discussion**
   1. Accelerated Bachelor’s to Masters’s Program (#100309, 2nd discussion
      1. The proposed policy would allow students to complete up to 18 graduate units in undergraduate status (with a maximum of 12 units of coursework applying to both the bachelor’s and master’s degrees; noting that academic units have discretion to share fewer than 12 units). Students who have not yet completed their undergraduate requirement or conferred their undergraduate degree, yet have completed 18 graduate units, will only be able to enroll in undergraduate courses until their undergraduate requirements are completed and their undergraduate degree is conferred. Nicole Hampton had concerns that the 12 units would require an additional semester for many of her students. She requested that the Dean of COE, Ramona Mellot, attend a UGC meeting to discuss and provide historical references. Nicole formally made a motion to invite Ramona Mellot to the next meeting to clarify the intent of the policy. No one seconded the motion. The Motion Failed to pass.
      2. Kyle Winfree made a motion to change the 12 units to 9 units and leave the rest of the policy as stated: While in graduate status, students are required to complete at least on semester and a minimum of 9 graduate-level units prior to graduate degree conferral. Heidi Feigenbaum seconded. Slava asked that the members take this proposal back to their departments for review and then we will vote on it at April’s meeting.
   2. Undergraduates in Graduate Courses (#100327, 2nd discussion):
      1. The UGC members were assigned at last month’s meeting to discuss this current policy with their departments to confirm if there was a compelling reason to change the policy from the current maximum of 9 units (500-level classes) to something other than that if deemed necessary. John Heick confirmed UGC bylaws that we would need to allow two weeks for members to review and we will discuss this at April’s meeting.
5. **New policy discussions**
   1. Graduate course repeat policy (#100318, 1st discussion)
      1. Under the current policy, graduate students are not allowed to replace a grade should they repeat the course. The two grades are averaged into the cumulative GPA. There are concerns:
         1. We are penalizing students possibly multiple times for their low grades. If a student has a bad semester, they do not have time to recover as many masters programs are 30-36 units.
         2. We have an equity issue in regard to domestic students and international students. A domestic student has the option to drop a course before the deadline whereas our international students do not as their visas are tied to a particular enrollment requirement.
      2. A possible solution would be to amend the policy to reflect the undergraduate repeat policy. Proposed language policy: When a graduate student receives a grade that is lower than a “B” in a course, they may wish to repeat a course to improve their previous performance. Each course may be repeated one time in order to improve performance. When the course is repeated, both courses will appear on the transcript, but only the higher of the two grades will be calculated in the GPA. We would also like to propose that the students have a 3rd attempt option with department approval. Again, this reflects the current undergraduate policy. It is important to note that Federal Financial Aid will not cover a third attempt.
      3. The discussion was put forth by the Graduate Coordinator from the Cyber Systems program which has a large population of international students.
      4. Slava asked that the UGC members take this to their departments and submit any concerns or comments to the Executive Committee. If there are not significant concerns, we are hoping to vote on this at the next meeting.
   2. Transfer Credit Prior Learning Assessment policy. Slava forgot to include this in the meeting attachments so we will have to defer the discussion to the next meeting in April. Slava will send out the document to the members. Melinda provided some background information in that this was originally discussed in the fall. She asked the UGC if they would be interested in allowing the consideration of prior learning assessment which is not for credit. There was interest at that time to create a policy – 5 different programs reached out to Melinda: education programs, organizational leadership, criminal justice studies, nursing as well as public administration. Melinda and her team created sections within the transfer policy and separated out for-credit from an accredited institution and prior learning assessment examples of what would be evaluated. They also did a peer evaluation so that we align with what other institutions are doing. Melinda asked all members to look at the documents. We do have programs that would like to accept prior learning assessment as soon as Fall 2023. To do that, we need a policy to approve.
6. **UGC Reports – Vice Provost and Dean Watwood updates:** 
   1. 100% Career Ready – Maribeth asked the Deans for information about faculty numbers that they might need for stipends.
   2. Western Association of Graduate Schools (WAGS). The Graduate College will be attending the conference next week in Portland.
   3. The GSG representative was not in attendance.
7. Motion to Adjourn the meeting: John Heick moved to adjourn, seconded by Kyle Winfree

**The meeting adjourned at 4:40pm MST.**

**Next Meeting:**

**April 19th, 3:00pm-5:00pm, Zoom**