

UNIVERSITY COUNCIL FOR GRADUATE STUDIES AND RESEARCH

Minutes 6 November 1998

PRESENT: D. Appleby (Comm), L. Bennett (CAS), T. Buggey (ICL), M. Daley (EE), E. Grusin (Jour), B. Gutzke (Biol, for K. Davis), R. Janikowski (CJUS), C. Langstraat (FCBE), D. Lee (GSA), G. Lewis (ME), D. Tucker (Hist), D. Wark (AUSP), K. Weddle-West (COE); L. Brinkley (Vice Provost and Dean), D. Horgan (Ass't. Dean)

ABSENT: F. Claydon (HCOE), D. Lattimore (CCFA), E. Rakow (CEPR, sent proxy), D. Sherrell (FCBE, sent proxy), WT Smith (FCBE, sent proxy), A. Wilks-Penrod

GUESTS: M. Garzon, M. Gillenson, B. Kedia

The meeting was called to order at 2:05 p.m.

1. Minutes of the 2 October 1998 meeting were approved, after clarifying that IRB review pertains to all research, not just funded research.
2. **Electronic Commerce Major for the Master of Science Degree:** M. Gillenson (MIS/DS) and M. Garzon (Computer Science) presented the proposed new major, to be jointly administered by the College of Arts and Sciences and the Fogelman College of Business and Economics. Although the necessity for such a program was widely agreed upon, there was some discussion about the mechanics of administering an inter-college major, especially determining degree requirements. It was agreed that the proposal:
 - must contain specific language addressing degree requirements;
 - should include an approval cover sheet from the College of Arts and Sciences as well as one from the Fogelman College of Business and Economics; and
 - should include a joint letter of endorsement signed by both deans.

C. Langstraat moved that the proposal be accepted and forwarded to the President for his signature contingent upon the inclusion of the above three changes. L. Bennett seconded the motion. The motion was carried with one vote opposing.
3. **International Masters of Business Administration:** B. Kedia presented this proposed new program. He pointed out that although there is now an international concentration within the MBA program, its prerequisites and graduation requirements are far more stringent than those for other MBA concentrations. The necessity for the heavy front-loading of requirements and the nature of GA assignments in this program was explained. It was pointed out that the current international concentration will be deleted upon approval of this new program. It was suggested that Dan Poje be consulted on proper style and terminology. Several editorial problems were raised:

- add a distinct statement that the IMBA requirements are the same as the current international concentration within the MBA and that the IMBA replaces the current MBA with concentration in international business;
- add a distinct statement of what has been accomplished and that the concentration has grown beyond the MBA, leading to possible accreditation problems; and
- make the table (now on page 7) an appendix and reference it in the text.

G. Lewis moved that the proposal be accepted and forwarded to the President for his signature contingent upon the inclusion of the above three changes. R. Janikowski seconded the motion. The motion was carried unanimously

4. **New GA Information:** D. Horgan stressed that the Additional Assignment Form is to be used only for work over 20 hours a week and that Payroll will no longer pay extra compensation without an Additional Assignment Form. She also stressed that teaching should not exceed 6 contact hours.

5. **Task Force Reports:**

A) Draft Forms: a packet of draft revisions was distributed with a request for feedback at the next meeting.

B) Graduate Assistant Support Task Force: L. Brinkley announced the formation of this taskforce jointly with the Provost's Office. The group will include faculty representatives from each college and will be charged with taking a fresh look at the whole graduate assistant system at the university. It may include a student representation.

C) Standardized Tests: D. Wark referred members to ETS Guidelines for using standardized test scores, pointing out that the current catalog statement is a misuse. There is no validation of what our formula is (or should be) and the current cut-off is embarrassingly low; it does not reflect the actual high quality of our graduate students. He suggested taking the formula out of the catalog and instead having the units publicize their standards. L. Brinkley pointed out that departments have to have defensible ways of using GRE scores and have to meet ETS guidelines. Wark remarked that most of the Urban 13 universities do not specify minimum qualifications. Brinkley suggested that the departments set up their own criteria and the bases for them and have them approved by their college. The Graduate School will uphold these departmental criteria. This encourages departments to investigate their own validity data and to establish appropriate and defensible standards. D. Horgan remarked that the GRE Writing Assessment (to be inaugurated October 1999) looks like it will be very useful.

6. **Old Business:** None

7. **New Business:**

- D. Horgan announced that the Web for Students is up, providing on-line registration, application status information, and links to the schedule of classes and courses

available in a particular area. She urged everyone to investigate it and encourage students to use it.

- She also distributed a summary of the work to date of the Compensation Study Committee, of which she is co-chair.
- Degree Program Contacts from our webpage and a directory of University Council Members were also distributed with a request for corrections to be sent to Nancy Hurley or Michelle Stout.

The meeting was adjourned at 4:10 p.m.

Minutes respectfully submitted by N. Hurley.