Minutes of the University Graduate Council (UGC)
February 28, 2017

The University Graduate Council met on Tuesday, February 28, 2017 at 1:00 p.m. in the Interdisciplinary Building, Room 286. Dean of the Graduate College, Dr. Alfredo Artiles presided.

In attendance were Tamiko Azuma, College of Health Solutions, Benjamin Shao, W. P. Carey School of Business, Brian Skromme, Ira A. Fulton Schools of Engineering, Katherine Kenny, College of Nursing and Health Innovation, Mirka Koro-Ljungberg, Mary Lou Fulton Teachers College and Stephanie Fuentes, Graduate Student Representative. By conference line- Elizabeth Corley, School of Public Affairs.

Also in attendance were Alfredo Artiles, Eric Wertheimer, Kim Naig, Jennifer Cason, and Shannon Lujan from the Graduate College.

Not in attendance- Jennifer Setlow, Herberger Institute for Design and the Arts, Matthew Delmont, College of Liberal Arts and Sciences, Douglas Green, College of Letters and Sciences, Christopher Hanlon, New College of Interdisciplinary Arts and Sciences, Leslie Thornton, Walter Cronkite School of Journalism and Mass Communication, and Mary Teagarden, Thunderbird School of Global Management.

Meeting in session 1:05 p.m.

The UGC members approved the January meeting minutes at 1:06 p.m.

Dr. Artiles welcomed the UGC members to the February meeting and thanked everyone for attending.

Members received an electronic copy of the proposals ahead of the meeting. As part of the electronic proposal copy, members received a full copy of each proposal with the unit responses and changes highlighted in yellow.

Consent Agenda Items

- Proposal to establish a Master of Science in Biomechanics

  Eric Wertheimer raises concern about under representation of tenure track faculty involvement (proposal indicates the need for two additional hires).

  Katherine Kenny does not see a problem as long as faculty/lecturers have the expertise. The concern is that the load may be overtaxing for existing faculty.
**Council Suggestions:** express sustainability, how many students are expected (staffing classes); new hire plans (plans if there are no new hires).

- Proposal to establish a Master of Science in Environmental and Resource Management, concentration Water Management

   Recommended for approval.

**Working Group Producing Survey Questions—Needs/Assets/Analytics**

Survey Discussion: Approximately 200 surveys sent to Graduate Chairs and Directors. There were 36 respondents. Concerns of recruitment, placement, future employment, diversity, and professional development, ranked high. Curriculum development, community and industry engagement, and assessment ranked low. Overall, there was a high concern about funds, but as the council is not in the position to address this issue, they agree for the next steps of the survey, funding will not receive an emphasis.

Next steps: Tamiko Azuma will design follow up survey concentrating on four (mentorship, placement, recruitment, diversity) areas, targeted toward Directors of Graduate Studies, Chairs, and graduate staff. Survey will include a note that funding requests are acknowledged, but out of scope for the survey. The survey will include a best practices question in each of the four sections. Purpose of the survey will be to discover actionable items. To follow up on the survey, the council suggests focus groups.

Mirka Kiro-Ljungberg will help with the focus groups.

Council will provide some sort of incentive for this survey (gift card).

Meeting adjourned 2:11 p.m.

Minutes submitted by A. Morales-Calderon and Shannon Lujan