

**UNIVERSITY GRADUATE COUNCIL  
MINUTES**

March 3, 2021

9:00 a.m. – 10:30 p.m.

WEBEX

Council in Attendance:

Mike Wittie (Engineering)  
Christopher Livingston (Architecture)  
Lisa Davis (Letters & Science)  
Tricia Seifert (Education)  
Bradford Watson (Faculty Senate)  
Catherine Dunlop (Letters & Science)  
Marc Giullian (Business)  
Wade Hill (Nursing)  
Dennis Aig (Arts)  
Brock Smith (Agriculture)  
Maureen Kessler (Student Representative)  
Craig Ogilvie (Dean of The Graduate School)  
Que Vo (International Programs)

Also in Attendance:

Lauren Cerretti (Graduate School)  
Emily Peters (Graduate School)

Absent:

Dawn Tarabochia (Health & Human Development)  
Sara Mannheimer (Library)

Meeting started at 9:01 am on WebEx

**February 17, 2021 minutes**

- Motion to approve by Seifert, 2<sup>nd</sup> by Dunlop, unanimous approval

**Announcements**

- **Graduate Dean update**
  - Graduate fair this week: over 300 registrations from prospective students
  - Application numbers up
    - About half of applicants haven't received a formal decision yet—encourage faculty to respond
  - Provided Oklahoma State data as starting point for GRA stipends in grants – would increase stipends
  - Graduate Excellence Award nominations open for spring graduates
  - Family graduate housing: change in policy will likely increase the availability for graduate students – encourage students to apply
  - Leadership development program: 20 students participated last year
    - Call for new applications – deadline in April
    - Ask for reviewers from UGC to review nominations

- Hooding ceremony proposed for the Friday afternoon before Saturday commencement
- **Graduate School Updates:**
  - New online graduation application process through MyInfo
    - Piloted with Department of Education for Spring
    - Open to all graduate students starting Summer 2021
      - Departments will be receiving more information soon
  - Piloting e-committee and developing e-program of study in MyInfo
- **Faculty Senate update (Watson)**
  - Consulting policy approved by senate
  - Continuing to address faculty concerns regarding removal of common hour exams
  - Continuing to work on annual review, post-tenure review, and grievance policy

## Old Business

- **Co-convening Policy Discussion**
  - The Provost expressed interest in collaborating with other universities to offer 5xx level coursework. One model is to have students register for the courses at their home university. The faculty involved have joint agreement on the curriculum and learning outcomes. Instructors rotate or joint teach. No memorandum of understanding required, just use collegial relationships to collaborate on these courses that have smaller enrollment.
    - Open discussion on how this would work:
      - Courses would look like MSU courses on the transcript
      - Would departments go out and find other universities that complement them? Or how would this be structured?
      - Transparency for students if they're coming to MSU and taking courses from another university?
      - Concern of different tuition rates?
      - Review FFP and Material Science examples
      - Difficult if another school was on the quarter system
      - Great opportunity for graduate students to collaborate with students and faculty and other universities
      - Mechanism for accountability?
      - Enrollment minimum for graduate classes (varies by college) – would students from another university count toward the minimum?
      - Faculty workload?
    - A lot to be discussed. Does not have to be solved in the co-convening policy. Collaboration can just be mentioned as an alternative option to co-convening.
  - Review data on existing co-convened courses: average split 74% UG and 26% GR
  - Has the 3xx level question in the policy proposal been resolved?
    - Ideal to limit co-convening to 4xx/5xx; permit 3xx level courses on the program of study if necessary
      - Add as footnote at the bottom of the policy document
    - 3xx courses can go on a program of study in the additional coursework section, but don't count toward the degree program and are not eligible for tuition waivers

- Appeal process would be required for tuition waiver exceptions
    - Discussion on how departments handle the financial aspect of leveling courses
  - Item #5 add: “departments should work with The Graduate School to explore other options”
  - Before a vote, the policy should be reviewed by curriculum committee of faculty senate
    - Modify language based on feedback, send to the curriculum committee
    - Then present as an informational item at senate
- **MENG-Civil Engineering & MENG-Environmental Engineering, Level II Proposal:** proposer working on revisions
  - Proposals did not include a request to plan, going back to this step
    - BOR revised the “intent to plan” – now called “request to plan” and is reviewed early in the process with the goal that it will then move more smoothly
  - Mid-March meeting – academic council – president – OCHE April 7<sup>th</sup> for a May BOR meeting
  - Can either take off the agenda or if the department wants to send UGC the revised curriculum, UGC can vote and then be ready to send to faculty senate once OCHE has approved
- **Associate Graduate Faculty:** going to faculty affairs for review

Adjourned at 10:16 am

Next scheduled meeting – March 17, 2021 WEBEX