

**Graduate Council Meeting
Monday, October 30, 2023**

Council Members Present: Tabitha Benney, Jose Gutierrez, Aaron Kaplan, Glenn Schmidt, Laura Kessler, Janet Lindsley, Katherine Beals, Brijes Misra, Misty Smith

Ex Officio Members Present: Darryl Butt, Helene Shugart, Katrina Green, Mary Anne Berzins, Paula Spencer

Excused members: Patrick Panos, Paula Meek, Donna Ziegenfuss, Kent Golic, Karen Paisley (ex officio), Adam Kotter and Andry Joseph (student representatives)

Student Representatives Present: none

Welcome

Darryl Butt, Graduate School Dean, welcomed everyone

Proposal:

New Program - Master of Engineering Management

Presenter: Mark Minor, Associate Professor, Department of Mechanical Engineering

This proposal was first presented to the Graduate Council on Nov. 28, 2022. The proposal has since been updated to incorporate Council recommendations, including the following changes:

- Updated admissions statement to reflect standard graduate language
- Specificity regarding pre-requisites and demonstration that the pathway is viable
- Description of culminating experience, including the integration of expected assessment
- Letter from U Connected Learning for clarification on the quality of online offerings and associated funding model of a U Online program.

Discussion took place about:

- The range of permissible electives
- The terminology of culminating experience versus final exam
- Alignment of outcomes with ABET outcomes
- Applicability of the program being ABET accredited

The following recommendations were discussed:

- Consider truth in advertising regarding tuition, particularly when students take classes from other departments that might have a different tuition structure.
- Need for a letter of support from College of Law (required)
- Benchmark similar programs and consider getting ABET accreditation
- Make wording of the outcomes more consistent with ABET outcomes
- Consult with College of Law and School of Business to find the most appropriate courses to create synergy in curriculum.

Motion to approve (with conditions): Glen Schmidt

Second: Misty Smith

Vote: Yes – 9, No – 0

Abstain: 0

Action: Conditionally approve pending receipt of letter of support from the College of Law. Recommend that the program outcomes are modified to better align with ABET outcomes and consider ABET accreditation in the future.

Proposal:

Academic Unit Change – Transfer of the Division of Games from the College of Engineering to the College of Architecture and Planning

Presenters: R. Michael Young, Chair, Division of Games & Arnab Chakraborty, Dean, College of Architecture and Planning

The Division of Games is proposing moving its home to support its interdisciplinary program. Curriculum for the games program encompass art, design, planning, social sciences, philosophy, storytelling, engineering, virtual environments and others. Consideration was given to the Colleges of Fine Arts, Social and Behavioral Science, Humanities, and the College of Architecture and Planning was most closely aligned. The move should attract more tenure-line faculty as the RPT guidelines in the College of Engineering are focused on traditional engineering metrics while CA+P guidelines favor the type of work done in the field of Games.

Discussion took place about:

- Number of tenure line faculty envisioned
- The physical location of the Division of Games
- The academic home for Games programs in peer institutions
- The positive benefits of cultural fit and RPT match with possibilities for collaborations across campus
- The potential future name of the college
- The potential impact of career pathways for students if Division of Games is located in CA +P

Motion to approve: Tabitha Benney

Second: Janet Lindsey

Vote: Yes – 9, No – 0

Abstain: 0

Action: Recommend a college name change be considered sometime in the future to add value for students graduating from the program. Move proposal forward to the Academic Senate.

Revised Proposal:

New Emphases in Occupational Health Psychology added to existing degrees in Occupational Health (MS, Ph.D. and MOH.)

- Letters of recommendations added from CSBS & College of Education

- The proposal's curriculum requirements were revised by adding course titles for courses that will be developed into PSY 5000 graduate level courses.

Discussion:

- This was conditionally approved on September 25th, pending receipt of new letters. There are no concerns with the additional letters, so the previous vote for approval stands.

Action: The proposal will move forward to the Academic Senate

Council Discussion Item:

University Academic Centers & Institutes (UACI) Policy Review

Darryl Butt, Dean of the Graduate School

- Rule was established in 2021, a review of policy is required in 2024.
- Current rule is 33 pages, proposed revisions would reduce this significantly.
- Rule explicitly states that the UACI committee shall provide guidance materials containing additional guidelines regarding implementation of rule.
- Proposed revisions will remove certain portions and include them in guidance materials.
- Revisions should simplify the process to remove undue burden both on the UACIs and on the Graduate Council which is tasked with reviewing the centers.
- Guidance needs to provide additional instructions on review process, including checklists.
- Review requirements should be appropriate to the size of the unit. For example, review of larger units may possibly include an external review

Council members were tasked with carefully reviewing the proposed revisions and the draft guidance document in the Box folder. These will be discussed in detail at the November 27 meeting.

Council Discussion Item:

Possible revisions to Graduate Council Review Procedures.

Helene Shugart, Associate Dean of the Graduate School

The Graduate School is evaluating the university's 7-year review procedures to ensure resources are being utilized in the most effective way. Issues to be addressed:

- The university's policy states that 7-year reviews should avoid "undue burdens of work which do not substantially contribute to academic quality." Are our procedures following this fundamental principle?
- USHE policy allows programs with specialized accreditation to submit an accreditation review in lieu of conducting and submitting a program review. All other Utah universities permit this. Is this worth consideration? (Meeting materials include a list of university programs with specialized accreditation).
- USHE policy requires a review committee with 2 external and 1 internal reviewer. Our reviews go above and beyond that minimum by requiring 3 committees with 3 reports: Internal, external and the Graduate Council ad hoc committee report.

The Graduate School would like the Council to consider these issues and be prepared in the November meeting to discuss adopting revised and simplified procedures.