

Graduate Council Meeting Minutes
Monday, January 27, 2025, 3:00 pm
3105 Gardner Commons

Council Members Present: Paul Stout, Janet Lindsley, Donna Ziegenfuss, David Symons, José Gutiérrez, Codrina Rada, James Agutter, Jay Jordan, Patrick Panos, Glen Schmidt

Student Representative Present: Steven Valdez

Ex Officio Members Present: Darryl Butt, Helene Shugart, Katrina Green, Anthony Jones

Excused members: Misty Smith, Brijes Mishra, Julie Valentine, Kuby Balagurunathan, Robert Keiter, Kent Golic, Erin Mason, Karen Paisley

Graduate School Staff Present: Paula Spencer, Mary Anne Berzins

Welcome: Darryl Butt, Graduate School Dean

- Briefly introduced Gray Decision Intelligence – a software tool that helps evaluate markets for new programs. Graduate Council members may have access to this tool.

Proposal: New Graduate Certificate Programs – Engineering Management & Aerospace Engineering
Jacob Hochhalter, Mechanical Engineering

Discussion took place about:

- Engineering Management is offered through UOnline, Aerospace Engineering is in-person
- Market analysis was conducted for both certificates
- Collaboration with Utah State University in aerospace engineering resulted in complementary program offerings
- Low cost for department
- Workload for program directors
- Matriculation path from certificate to master's programs
- Outcomes assessment

The following concerns were discussed:

- Statement that the certificate programs are accredited through NWCCU: NWCCU is our institutional accreditor and does not accredit individual programs.
- The proposals indicate that all responsibilities within the programs fall on the directors of the respective MS programs. Are there adequate resources for advising and support?
- Many letters of support are for the MS programs and do not mention the certificate programs. The dean's letter should demonstrate support for the certificates and address concerns about adequate resources for the programs.
- Lack of clarity on the feedback mechanism for learning outcomes assessment. Other than overall grades, there is no data or artifacts being used to assess attainment of specific learning outcomes.
- The current proposal suggests that students who complete the certificate degree program may matriculate into the master's degree program. Admission into a master's program is a separate process, governed by set Graduate Admissions criteria, and earning the certificate does not substitute for application or guarantee admission.

Motion to approve both certificates upon resolution of concerns: Patrick Panos

Second: Janet Lindsley

Vote to conditionally approve: Yes-8, No-2, Abstain-1

Action: Notify the proposer of Graduate Council concerns and request the following changes are made to the proposal:

- Correct accreditation statement
- Clarify adequacy of resources
- Update letter of support from dean
- Provide more detail on outcomes assessment
- Clarify statement on admission

Proposal: Existing Program, Significant Changes – Biomedical Informatics MS

Presenters: Carolyn Scheese and Robert Barber, Biomedical Informatics

Discussion took place about:

- Designation of three emphases formalizes existing degree tracks so they can be transcribed: Biomedical AI and Data Science, Translational Bioinformatics, and Applied Clinical Informatics
- Positive or neutral impact of changes to the program
- Outcomes mapping is in process with expected completion in May
- Plans for communicating options to students

The Council discussed the following:

- Benefits to students
- Significant work being done in the department

Motion to approve: Janet Lindsley

Second: Codrina Rada

Vote: Yes-11, No-0, Abstain-0

Action: Approve the proposal

Proposal: Unit Name change – Division of Public Affairs to School of Public Affairs

Presenters: David Carter, Public Affairs, Michelle Camacho, CSBS Dean

Discussion took place about:

- Rationale for change
 - Traditional for other universities to have a “school”
 - “Division” creates confusion about whether it is a subunit of a department
 - AAU peers use the “school” designation
- No new programs
- No budget implications with the change

The Council discussed the following:

- Request is in line with University Policy 6-001 on Academic Units.
- Nothing in policy precludes the proposal

Motion: Janet Lindsley

Second: Codrina Rada

Vote to approve: Yes-11, No-0, Abstain-0

Action: Approve the proposal

7-Year Review: School of Computing

Presentation by Ad Hoc Committee Chair: Patrick Panos

Discussion took place about:

- Well recognized program with long history of contributions to the field
- Concerns related to rapid growth of the program

Motion to ratify report: Janet Lindsley

Second: Jay Jordan

Vote: Yes-10, No-0, Abstain-0

Request for Substitution of Accreditation for 7-year Review: School of Dance

No discussion

Motion to approve: Janet Lindsley

Second: Donna Ziegenfuss

Vote: Yes-9, No-0, Abstain-0

Action: Grant approval for School of Dance to substitute accreditation for 7-year review

Discussion Item: International Three-Year Degrees

Helene Shugart

Discussion to place to elicit feedback on the draft proposal, including the following:

- Proposal applies to international three-year degrees only
- Background and rationale for proposal
- Peer institution policies on these degrees
- Implications for traditional and domestic four-year degrees

Adjourn