

Graduate Committee Regular Meeting Minutes
 University of North Dakota
 March 20, 2017– Twamley, Room 305

Chairing the Meeting: Andrew Quinn

In attendance: Bill Caraher, Patrick Schultz, Kim Kenville, Robert Newman, Jesse Rhoades, Jan Stube, Adam Derenne, Bonni, Gourneau, Cody Deitz, and Grant McGimpsey

Not in attendance Simona Barbu, Chris Nelson, Thad Rosenberger, and Gautham Krishnamoorthy

Others in attendance: Linda Campbell – Recording Secretary, Laura Look – Assist. to the Dean, Guest: Janet Jedlicka, and Sarah Nielson – OT, and Matt Cavalli – Mechanical Engineering

Agenda Item	Discussion	Action
Meeting Called to Order	3: 05	Andrew Quinn
Approval of Minutes	Approval of minutes from February 27, 2017. <i>Andrew Quinn</i> <u>Motion:</u> “Move to approve minutes as is” (Newman/Stube) <u>Vote:</u> Approve – Unanimous Abstain- <i>*The committee chair ask that the committee accept the re-arrangement of the agenda discussions, to accompany guest presenters.</i>	Approved
Old Business	<p><u>Staff Voluntary Separation Incentive Program</u> <i>Discussant: Grant McGimpsey</i></p> <ul style="list-style-type: none"> • Staff Positions <ul style="list-style-type: none"> ○ The SGS Dean recapped the Staff Voluntary Separation Incentive Program (SVSIP), stating that four members of the SGS applied, three of whom were approved. ○ Dr. McGimpsey informed the committee that the SGS Recruiter position is being eliminated. ○ Dr. McGimpsey informed the committee that the new focus of the SGS is the admission of new graduate students. ○ Dr. McGimpsey informed the committee that a new database will be used to process graduate students. • GRAD Day <ul style="list-style-type: none"> ○ Dr. McGimpsey informed the committee that GRAD Day event was a big success and that the 3 Minute Thesis event is upcoming. 	

New Business

Engineering
Civil Engineering

Discussant: Matt Cavalli

- CIV-MS: MS in Civil Engineering
 - Request for program change
 - Request for change in Degree Requirements
 - Request for change in Degree Requirements
 - Update thesis option #5: Replace ME 998 Thesis with CE 998
 - Update non-thesis option #5: Replace ME 997 with CE 997

Mechanical Engineering

- ME-MEng: Master of Engineering in Mechanical Engineering
 - Request for Program Change
 - Request for change in Degree Requirements
 - Request for change in Degree Requirements
 - Update Degree Requirement #4
- ME-MS: MS in Mechanical Engineering
 - Request for Program Change
 - Request for change in Degree Requirements
 - Request for change in Degree Requirements
 - Insert option #4: "At least 21 credits of coursework".

Motion: "Move to approve the Engineering requests as a slate".

(Kenville/Newman)

Vote: Approve – Unanimous

Approved

Health Sciences
Occupational Therapy

Discussant: Jan Stube

- OT 400: Culture & Occupation
- OT 401: Process & Practice Contexts
- OT 402: Research Foundations in OT

- OT 403: Research Methods in OT
- OT 404: Occupation & Analysis
- OT 405: Forming Your Professional Identity
- OT 406: Integration & Field Work 1
- OT 439: Health and Disease Affecting Occupational Performance
- OT 440: Evaluation of Occupational Performance
- OT 441: Leadership Foundations in OT
- OT 442: Integration & Fieldwork 2
- OT 443: Movement and Occupational Performance
- OT 444: Introduction to OT Intervention
 - Request graduate credit for undergraduate courses

Motion: “Move to approve all OT requests as a slate”. (Stube/Rhoades)

Vote: Approve – Unanimous

Approved

Fine Arts

Discussant: Andrew Quinn

Theatre Arts

- Thea-MA: MA in Theatre Arts
 - Request for Program Deactivation
 - Request to terminate the program

Motion: “Move to approve request to terminate program”. (Derenne/Newman)

Vote: Approve – 5

Oppose – 3

Approved

Education

Discussant: Bonni Gourneau

Teaching & Learning

- T&L 523: Literacy Instruction for English Language Learners
 - Request for course change
 - Request to update course description

Motion: “Move to approve request”. (Gourneau/Newman)

Approve: Approve – Unanimous

Approved

<p>Matters Arising</p>	<p style="text-align: right;"><i>Discussant: Grant McGimpsey</i></p> <ul style="list-style-type: none"> • There is a new Health Insurance Plan, from the system for students. The rates are higher. Domestic Students may obtain Health-Care elsewhere, but International Students must comply with the new Health-Care Plan. On Thursday at noon, in the Memorial Union there will be a presentation about the new plan by the Vice Chancellor – Richard Roth. All are encouraged to attend. <p style="text-align: right;"><i>Discussant: Laura Look</i></p> <ul style="list-style-type: none"> • Dr. Nancy Holm-Vogeltanz contacted Ms. Look (SGS) to inquire about the guidelines for faculty that choose to pursue a graduate degree. Dr. Vogeltanz is working with the University Senate to update the Faculty Handbook and needed to know what if any policy the Graduate Schools has on the subject. Ms. Look provided the Graduate Committee members with a copy of what was in the catalog, which pertained to the request (see attached). After much discussion it was decided that the policy would be removed from the grad portion of the catalog and that the Senate Handbook would reconstruct the policy to apply to all faculty. 	
	<p>Meeting Adjourn at 4:08 PM</p>	

Chair of Graduate Committee

Date

4-3-17