

Minutes of the Meeting of the University Committee on Graduate Studies
March 16th, 2015, Chittenden Hall, 1st Floor Conference Room

Participants: Klomparens (TGS), Spoelstra (CON), Stroupe (TE), Gardner (CANR), Weliky (CNS), Outslay (BUS), Hogan (BUS), Babana-Hampton (CAL), Berding (CAL), Sevrgid (ME), Li (TE), Jordan (GEO), Clark (COGS), Goldstein (SSC), Strausse (SSE), Taylor (COM)

Guests: Sedlak (ED), Potter (ED) Arnold (ED), Powell (Acad), Omura (BUS), Sousa (CHM), Segall (ED), Feltz (ED), Rip (MPH-CHM), Gold (CHM), Mendey (RCS), Zarnetske (FOR), Kotval (URP), Gaboury (Provost)

1. The meeting was called to order at 3:05pm, and the agenda was reviewed and approved-motion, and second, and all votes in favor.
2. Approval of February 2, 2015 Minutes-all votes in favor.
3. Remarks from the Chairperson (Strauss): distributed the list of candidates for officers and committee chairs for our University Committee for next year which will be voted on later in the meeting.
4. Remarks from the Dean of the Graduate School (Klomparens): attended UCUE meeting, regarding the grief policy and UCFA is in the process of defining “family”. Finished the University Distinguished Fellowship Selections with offers to 70 candidates, and a compliment to all those that nominated these terrific students.
5. Remarks from the COGS Representative (Bank) were presented in D2L.
6. University Committee on Graduate Studies Subcommittees:
7. **Curriculum and Program Review Committee:** Action Item- issues regarding graduate certificates were reviewed. A few questions arose regarding certificates as several have both national and international interest, and there is no definitive MSU standard for who can enroll in graduate certificate programs. Recommended language was presented for minimum standards (i.e., GPA) for certificate programs campus wide to be included in the graduate school requirements. Questions arose regarding which types of certificate programs can be listed on a transcript. The committee attempted to provide some flexibility so the criteria would fit across programs. A **motion to approve**, and second occurred, and all votes in favor.

Academic Research Policy Subcommittee-no report.

Graduate Instruction, Employment, and Mentoring Subcommittee-no report.

<http://www.reg.msu.edu/AcademicPrograms/Text.aspx?Section=111#s2244>

Graduate certificate programs are constructed in selected fields as complements to degree programs or as distinct offerings. The issuance of a graduate certificate signifies that the certificate holder has completed specified course work or professional training or possesses specified skills or competency levels. Four types of graduate certificate programs are offered at Michigan State University: Type 1 - directly related to a degree program; Type 2 - distinct entities that are transcriptable; Type 3 - distinct entities that are not transcriptable; and Type 4 - university-level certificate programs. Graduate certificate programs that appear on the transcript have been approved via academic governance.

The minimum number of credits for a Type 2 Graduate Certificate is nine. More than half of the credits of the total required for a graduate certificate must be taken in courses at the 500 and 600 levels or the 800 and 900 levels. For additional information on graduate certificate programs, visit www.reg.msu.edu/Read/UCC/gradcert.pdf.

Academic standards

A 3.00 cumulative grade–point average for all courses counting toward the Graduate Certificate is the minimum university standard; however, colleges, departments, or schools may establish a higher minimum standard.

Each college and department or school determines whether the minimum standards must be attained at the completion of a certain number of credits or by a specified interval after the student's first enrollment in the graduate certificate program. Some colleges, departments, and schools will not permit a student to remain in a certificate program if there is an accumulation of more than a specified number of graduate credits with lower than a 3.0 grade even though the cumulative grade–point average is 3.00.

Transfer Credits

As many as 9 semester credits of graduate course work taken at the Graduate Certification (GC) level may be transferred into a 30-credit master's degree program from other postsecondary accredited institutions of comparable academic quality, if they are appropriate to a student's program and provided they were completed within the time limits approved for the earning of the degree desired at Michigan State University. Each program may decide how many credits (up to 9 or 12 for the GC level) transferred from institutions external to Michigan State University may be applied to a Graduate Certificate. The department or school chairperson or director and dean must grant approval. Only courses in which at least a 3.0 grade or its equivalent was received will be considered for transfer. The College of Education may transfer 12 semester credits taken at the Graduate Certification (GC) level under the terms listed above. Some colleges with programs that require more than 30 credits for the master's degree may apply more than 9 credits toward the master's degree but not more than 30% of the total number of credits required for the master's degree. There is no limit to the number of credits taken at the Graduate Certificate Level that can be applied to Graduate Degree programs. Credits applied to a master's degree are not eligible to be applied to any other graduate degree program.

<http://www.reg.msu.edu/AcademicPrograms/Text.aspx?Section=111#s383>

Transfer Credits

As many as 9 semester credits of graduate course work (excluding research and thesis credits) may be transferred into a 30-credit master's degree program from other postsecondary accredited institutions comparable academic quality, if they are appropriate to a student's program and provided they were completed within the time limits approved for the earning of the degree desired at Michigan State University. Each department may decide how many credits transferred from institutions external to MSU may be applied to a Graduate Certificate program that is part of the Master's degree. The department or school chairperson or director and dean must grant approval. Only courses in which at least a 3.0 grade or its equivalent was received will be considered for transfer. Exceptions to this policy (at least a 2.0 grade) have been granted for the dual degree programs between Michigan State University and the Michigan State University College of Law.

Some colleges with programs that require more than 30 credits for the degree may accept more than 9 credits in transfer, but not more than one-third [DELETE: fourth] of the total number of credits required for the master's degree may be accepted in transfer.

Students in any master's program may apply a maximum of 9 credits earned through any combination of courses taken through lifelong education, [DELETE: graduate certification,] or in transfer from another institution. Each program may determine if courses are appropriate for the master's program and may allow fewer than 9 credits to be applied to the specific master's program.

For programs requiring greater than 30 credits, the limit on the number of credits transferable from lifelong education [DELETE: and the graduate certification level] remains 9.

8. 2015-2016 Elections committee officer and chair elections: **A motion to approve the ballot**, and second occurred, and all votes in favor of those listed on the ballot.
9. Multiple Graduate Certificates were discussed. Some employers value certificates above degrees when there is a specific skill set attained. The issue appears to be how the transfer policy is structured at the master's level, and discussion was held on obtaining a master's degree and multiple certificates. A **motion to approve the language as presented by the guests from the College of Education**, and second occurred, and all votes in favor. This approved language applies to all grad programs.
10. Request to change the requirements for the **Master of Music degree in Collaborative Piano** in the College of Music. A representative of the department presented the change- A **motion to approve**, and second occurred, and all votes in favor.

11. Request to change the requirements for the **Master of Music** degree in **Music Conducting** in the College of Music. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
12. Request to change the requirements for the **Doctor of Musical Arts** degree in **Music Conducting** in the College of Music. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
13. Request to change the requirements for the **Master of Arts** degree in **Musicology** in the College of Music. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
14. Request to change the requirements for the **Master of Business Administration** degree in the Eli Broad College of Business. A representative of the departments presented the change-A **motion to approve**, and second occurred, and all votes in favor.
15. Request to establish a joint Degree – **Master of Business Administration/Doctor of Osteopathic Medicine**. A representative of the departments presented the change-A **motion to approve**, and second occurred, and all votes in favor.
16. Request to change the requirements for the **Doctor of Philosophy** degree in **Kinesiology** in the Department of Kinesiology. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
17. Request to change the requirements for the **Master of Science** degree in **Kinesiology** in the Department of Kinesiology. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
18. Request to change the requirements for the **Professional program in Human Medicine** leading to the Doctor of Medicine (M.D.) degree. A representative of the department presented the change in the curriculum to include a phase in of 50 of 200 students. -A **motion to approve**, and second occurred, and all votes in favor.
19. Request to change the requirements for the **Master of Arts** degree in **Hispanic Literatures** in the Department of Romance and Classical Studies. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
20. Request to change the requirements for the **Doctor of Philosophy** degree in **French, Languages and Literature** in the Department of Romance and Classical Studies. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
21. Request to change the requirements for the **Doctor of Philosophy** degree in **Curriculum, Instruction, and Teacher Education** in the Department of Teacher Education. A

APPROVED APRIL 6, 2015

representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.

22. Request to change the requirements for the **Master of Science** degree in the Department of Plant Biology. -A **motion to approve**, and second occurred, and all votes in favor.
23. Request to change the requirements for the **Doctor of Philosophy** degree in **Plant Biology** in the Department of Plant Biology. -A **motion to approve**, and second occurred, and all votes in favor.
24. Request to change the requirements for the **Graduate Certificate in Public Health Administration** in the College of Human Medicine. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
25. Request to establish a **Graduate Certificate in Spatial Ecology** in the Department of Forestry. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
26. Request to change the requirements for the **Master in Urban and Regional Planning** degree in **Urban and Regional Planning** in the School of Planning, Design and Construction. A representative of the department presented the change-A **motion to approve**, and second occurred, and all votes in favor.
27. Request for a Moratorium on Admission to the **Master of Science** degree in **Geographic Information Science**. A **motion to approve**, and second occurred, and all votes in favor.
28. Roundtable-no news.
29. The meeting adjourned at: 4:30pm.

Sandra L. Spoelstra, PhD, RN
Secretary