

# University Committee on Graduate Studies

Minutes

Sept. 20 2021



MICHIGAN STATE  
UNIVERSITY

**Present:** Nancy Costello (LAW), Cathy Ernst (CANR), Assaf Gilad (CHM), Beth Herbel-Eisenmann (EDU), Denise Soltow Hershey (NURS), Gary Hoppenstand (CAL), Sara Hugentobler (COGS), Anne-Lise Halvorsen (EDU), Kyonghee Kim (BUS), Donna Koslowsky (COM), Rajesh Kulkarni (CNS), Bethany Laursen (GRAD), Adam Moeser (CVM), Tom Sharkey (CNS), Joanne Riebschleger (CSS), Bruno Takahasi (CCAS), Kirsten Tollefson (GRAD), Lily Yan (CSS), Ben Van Dyke (CAL), Lorraine Weatherspoon (CANR), Tian Zhou (MUS)

**Absent:** William Anderson (COGS), Mamöödal Haq (ENG), Tomas Hult (BUS), Alice Puchalsky (COGS)

**Preliminary Matters:** The University Committee on Graduate Studies held at a regular meeting via Zoom on Sept. 20, 2021 at 3 p.m. with Chairperson Denise Hershey presiding. The chair welcomed members and asked for round robin introductions.

**Agenda Update:** Bethany Laursen noted there was new content on the UCGS D2L website agenda – including the exact wording of a request for approval on item 7 of the agenda.

*Action:* The **agenda** was **approved** as presented by consent.

*Action:* The draft **minutes of the April 12, 2021 meeting** were moved by Tom Sharkey, seconded and **approved**.

**Remarks from the Chairperson (Denise Hershey):** The Chair discussed the importance of attendance. Members that cannot make a meeting were asked to have someone from their college attend in their place. D2L access and Zoom link would be provided to substitute attendees.

We will later discuss whether to continue to use Zoom for meetings in Spring 2022.

The chair thanked Ben Van Dyke for being our representative to the Faculty Senate this year. Denise Hershey will attend the University Steering Committee and University Council meetings.

**UCGS Procedures:** Denise Hershey reviewed UCGS procedures as detailed on D2L in the document titled, “UCGS procedures 2005-2020.”

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*Action:* **Motion to approve the UCGS procedures.** Second. Motion was approved.

**Subcommittees:** Denise Hershey articulated the charges of UCGS sub-committees. The chair listed those that have volunteered to chair subcommittees. Subcommittee candidate chairs and members are:

Academic Research Policy Subcommittee – Co-Chair candidates – Anne-Lise Halvorsen and Lorraine Weatherspoon. Member candidates are: Assaf Gilad, Lily Yan, Adam Moeser, and Alice Puchalsky.

Curriculum and Program Review Subcommittee – Chair Candidate - Tom Sharkey  
Member candidates are: Kyonghee Kim; Sara Hugentobler (acting COGS president; new president will soon be determined); Cathy Ernst; Nancy Costello; Rajesh Kulkarni; and Mahmoodul Haq

Graduate Instruction, Employment (non-GEU) and Mentoring Subcommittee

Co-Chair candidates Bruno Takahashi and Tomas Hult. Member candidates include William Anderson, Beth Eisenmann, Donna Kozlowski, Gary Hoppenstand, and Tian Zhou.

*Action* **Motion to approve the slate of Chairs for UCGS sub-committees, i.e., Anne-Lise Halvorsen and Lorraine Weatherspoon (Co-Chairs) for the Academic Research Policy Subcommittee; Thomas Sharkey for the Curriculum and Program Review Subcommittee; and Bruno Takahashi and Tomas Hult (Co-Chairs) for the Graduate Instruction, Employment, and Mentoring Subcommittee. Second. Motion approved.**

**University Committees:** UCGS members recommended for the University Graduate Judiciary Committee are Anne-Lise Halvorsen, Lorraine Weatherspoon, and Lily Yan.

UCGS members recommended for the University Graduate-Professional Judiciary are Assif Gilad, Donna Koslowsky, Adam Moeser, Nancy Costello, and Joanne Riebschleger.

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**Remarks from the Graduate School:** (Tollefson for Thomas Jeitschko). Dean Tollefson reviewed the roles of UCGS within university, i.e., grading policy review; reviewing/recommending changes in graduate and professional academic programs; and consulting with the Provost on programs, instructional methods/evaluation, admissions, and program administration. UCGS members also consult with the Provost on resources related to grad and grad professional programs and students (See D2L Table 1 document). Therefore, modes of participation included program oversight, as well as advising and consulting with the Graduate School Dean as articulated in the D2L table.

This year, the UCGS committee will also review and make recommendations for the performance review of the MSU Research Integrity Officer, Dr. Jim Pivarnik. The academic dishonesty policies of the university need to be reviewed and updated. There will likely be increased professional education programs, and graduate education will need to be flexible, creating customized learning environments to respond to changing trends. UCGS should also review and make recommendations for addressing the mentoring goal of the MSU Strategic Plan.

**Graduate School Policy Request.** Dr. Tollefson brought to the meeting an admissions policy approval request from Dean Jeitschko. The written requested said:

Programs can petition the Dean of the Graduate School to suspend/amend certain [university admissions requirements](#) in the process of implementing Slate. Upon review and consideration, the dean will consult with the implementation team and use her/his judgement to allow any request for modification to move forward for this year only and will immediately notify the chair of UCGS of any such action. UCGS can veto the permission and (provided it can be undone, given programming/implementation constraints) the dean will be over-ruled. Otherwise the exception is granted for the year during the switch to Slate.

*Action:* Tom Sharkey made a motion to approve **Dean Jeitschko's written policy request**. Second. Discussion. **The motion was approved.**

**Remarks from interim COGS** president, Sara Hugentobler. Elections for the COGS president will be taking place soon, so the new COGS president will be identified.

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**Updates from the Graduate School:** Dr. Suzanne Lang said there will be an internal search for a replacement for Dean Jeitschko who will be moving into a new position at the university. The search committee will be small and plans to move quickly. Gary Hoppenstand volunteered to represent UCGS on the Graduate School Dean search committee.

## **Program Items for Review, with *actions*:**

Request for a new **Master of Science Degree in Accelerator Science & Engineering**. The chair introduced guest Remco Zegers who requested approval of a new Master of Science Degree in Accelerator Science and Engineering. The program creates opportunities for students to connect with experts in the MSU Accelerator program. Funders have expressed interest in the program. Motion by Rajesh Kulkarni to support the new degree. Second. Motion passed so the program is **approved**.

Request to change the requirements for the **Master of Science Degree in Food Science**. The chair introduced Elizabeth Gardener who requested changes of requirements for the M.S. degree in Food Science. Credits will move from 32 to 30 aligning with the program history. There was a motion, second, and **approval** of the request.

Request to change the name and requirements for the **Graduate Specialization in Ecological Food and Farming Systems**. The chair introduced Matt Grishop who asked for a name change for the Graduate Specialization in Ecological Food and Farming systems. The new name is more contemporary – Sustainable Agricultural and Food Systems. There was a motion, second, and **approval** of the name change request.

Request to change the requirements for the **Graduate Certificate (Type 2) in Music Theory**. The chair introduced Michael Callahan who asked to change the requirements for the Graduate Certificate (Type 2) in Music Theory. Motion to approve by Rajesh Kulkarni. Second. Brief discussion. Motion carried so the request was **approved**.

Request to change the requirements for the **Master of Music degree in Music Theory** (Michael Callahan). Michael Callahan also asked to change the requirements for the Master of Music degree in Music Theory. Motion to approve by Gary Hoppenstand. Second. Motion was **approved**.



Request to phase out and discontinue the **Master of Arts** degree in **Professional Applications in Anthropology** (Mindy Morgan). The chair introduced Mindy Morgan who asked to phase out and discontinue the Master of Arts degree in Professional Applications in Anthropology. Motion to approve from Tom Sharkey. Second. Motion **approved**.

Request for a new **Graduate Certificate (Type 2)** in **Animal Studies: Social Science & Human Perspectives**. The chair introduced Aaron McCright who asked for a new Graduate Certificate (Type 2) in Animal Studies: Social Science & Human Perspectives. Relationships with animals is found to be helpful to trauma survivors. The degree is online to maximize access for students. Motion by Gary Hoppenstand. Second. Motion was **approved**.

Request to change the requirements for the **Educational Specialist** degree in **School Psychology**. The chair introduced Sara Witmer who requested changing requirements for the Educational Specialist degree in School Psychology. The request is forwarded to be compliant with new national standards for school psychologists and to allow more school psychologists to be available to address mental health issues in schools. Tom Sharkey made a motion to approve. Second. Motion was **approved**.

Request to change the requirements for the **Doctor of Philosophy** degree in **Rehabilitation Counselor Education**. The chair introduced Andy Nay who requested to change the requirements for the Doctor of Philosophy degree in Rehabilitation Counselor Education. Ben Van Dyke made a motion to approve. Second. Motion carried so it was **approved**.

Request to change the requirements for the **Doctor of Philosophy Degree** in **Measurement & Quantitative Methods**. The Chair introduced William “Bill” Smith who asked to change the requirements for the Doctor of Philosophy degree in Measurement and Quantitative Methods. Anne-Elise Halvorsen made a motion to approve the request. Second. Request was **approved**.

Request to change the requirements for the **Doctor of Philosophy** degree in **School Psychology** (Sara Witmer). This was a request to change the requirements for the Doctor of Philosophy degree in School Psychology. Gary Hoppenstand made a motion to approve. Second. Motion **approved**.

**Round Table:** This discussion actually happened earlier when Kirsten Tollefson was present.

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UCGS members briefly discussed the requirement for **three reference letters** for graduate admissions to the university. There was also a discussion about **application fees**.

**Adjournment:** The meeting was adjourned at 5:02 PM.

A handwritten signature in black ink that reads "Joanne Riebschleger".

Joanne Riebschleger, UCGS Secretary

**Approved: October 18, 2021**