

November 30, 2009

MEMORANDUM

To: University Graduate Council
From: University Graduate Council Agenda Committee
Subject: Agenda for the (Extra) Meeting of the University Graduate Council on **December 7, 2009, 3:00 p.m., 113 Linton Hall**

AGENDA

1. Approval of Agenda.
2. Approval of November 9, 2009 Minutes. (Attachment)
3. Remarks from the UGC Chair. (Outsley)

Requests for moratoria are made as early in the academic year as possible to be fair to potential students applying to graduate programs. Requests are made to the Provost and then are routed to the appropriate committees by ECAC. UGC is advisory to the Provost on moratorium requests...a list of issues and concerns/comments are provided to the Provost from the UGC chair following the UGC meeting. Note: requests for program disbandment may or may not follow later in the academic year.

In addition to the standard operating procedures approved by University Graduate Council in September 2009 (see attached), the following process is designed to permit the maximum opportunity for UGC members to ask questions related to the moratoria requests on this agenda. The UGC meeting is not a forum for open debate between members of a college/department. It is an opportunity for UGC members to consider all of the relevant issues and to ask questions in order to formulate advice for the Provost.

MOTION (requested): to approve the following process to effectively and efficiently consider input on each moratorium request on this agenda:

As with all program requests that come to UGC, the individual/unit making the request is invited to briefly introduce the request, provide rationale/criteria used to support the request, evidence of past and future consultation, and then answer UGC member questions.

Given the number of moratorium requests on the December 7, 2009 agenda, **UGC requests this information IN WRITING (1-2 page summary maximum) PRIOR to the UGC meeting—no later than 5PM Friday, December 4, 2009** so it can be distributed to UGC members over the weekend. Please send document to kklompar@msu.edu for distribution to UGC. The requesting individuals/unit then will make brief comments and answer questions from UGC members at the meeting.

Any individuals who wish to provide other/additional information regarding the request for a moratorium, one representative individual per request may speak individually or on

behalf of a group. UGC members will decide if any additional individuals will be provided time at the meeting. All individuals must stay within the total time frame noted below and be preceded by a written list of points. All information/points must be made **IN WRITING (1-2 page summary maximum) PRIOR to the UGC meeting—no later than 5PM Friday, December 4, 2009** so they can be distributed to UGC members over the weekend. Please send the document to kklompar@msu.edu for distribution to UGC and identify the representative to answer questions from UGC members.

Guests will only be permitted to speak on a request IF WRITTEN documentation is provided by FRIDAY, DEC 4, 2009.

Q&A and discussion of each item will be limited to 10 minutes, starting with the input/Q&A from the individual making the request. Unfinished items (by loss of quorum) will be moved to the January UGC meeting.

4. * Request for a Moratorium on admission to the Master of Science degree in Computational Chemistry.
5. * Request for a Moratorium on admission to the Master of Science degree in Industrial Microbiology.
6. * Request for a Moratorium on admission to the Master of Science degree in Zoo and Aquarium Management.
7. * Request for a Moratorium on admission to the Master of Arts degree in Family Studies.
8. * Request for a Moratorium on admission to the Master of Arts degree in Marriage and Family Therapy.
9. * Request for a Moratorium on admission to the Master of Arts degree in History-Secondary School Teaching.
10. * Request for a Moratorium on admission to the Master of Arts degree in Interdisciplinary Studies in Social Science: Global Applications.
11. * Request for a Moratorium on admission to the Master of Science degree in Retailing.
12. * Request for a Moratorium on admission to the Doctor of Philosophy degree Retailing.
13. * Request for a Moratorium on admission to the Deaf Education Emphasis Area and the Emotional Impairment Emphasis Area within the Master of Arts degree in Special Education.
14. * Request for a Moratorium on admission to the Master of Arts degree in Theatre.
15. *Request for a Moratorium on admission to the Doctor of Philosophy degree in American Studies.
16. *Request for a Moratorium on admission to the Master of Arts degree in American Studies.
17. Adjournment.