

Present:

Brandy Randall, (*Chair*), Claire Rammel (*Ex Officio*), Henry Aigbedo, Kevin Grimm, Anne Hranchook, John Krauss(*Co-Chair*), Helen Levenson, Victoria Lucia, Daniel Llamocca Obregon, Thandi Sulé, Paul Weinberg, Neil Baumgartner, Nicole Boelk

Absent: Darrin Hanna, Meir Shillor

Staff: Linda Hutcheson (*Secretary*)

REPORT FROM THE CHAIR

- Graduate Admissions
 - Graduate School staff determined that an admissions process step involving combined program students who are finishing their undergraduate degree and who need to be allowed to register as graduate students having to email the Graduate School has been causing delays and stress.
 - Graduate School Assistant Dean Claire Rammel and Mark Tomaszewski are implementing updates that will eliminate that step.
- CPoS
 - Along with making any revisions necessary to policies involved with CPoS compliance, the Graduate School will provide uniform language regarding the policy to all Program Coordinators for use in their program manuals.
 - With the support of the academic Deans, the Graduate School is developing a common Plan of Study form for use by all graduate departments. Completed forms will provide GS staff with information they need to scribe each students' Degree Works for CPoS compliance. This will allow the staff to enter known exceptions to the published curriculum and reduce the number of substitution/waiver forms that will need to be submitted.
- Coming Events
 - Graduate and Professional Student Appreciation Week – all next week
 - Events include a game night and professional head shots.
 - Student Employee Appreciation Week - April 14-18, 2025.
 - Graduate Student Research Conference - Friday, April 4, 2025

APPROVAL OF MINUTES

Kevin Grimm introduced a motion to approve the minutes for the March 10, 2025, meeting. Anne Hranchook seconded. The minutes were approved unanimously.

CONTINUING BUSINESS

- 1) **Communication for Organizations, GC, Graduate Program Modification:** second reading, debatable, amendable, and eligible for final vote at this meeting.

Reviewers: Darrin Hanna, John Krauss
Presenter(s): Beth Dawson

Council members agreed program contents were markedly different from a similarly named program.

John Krauss introduced a motion to approve. Kevin Grimm seconded. The motion was unanimously approved.

NEW BUSINESS

- 1) **Physician Assistant Science, MPAS, Graduate Program Modification:** first reading, debatable, amendable, and not eligible for final vote at this meeting.

Reviewers: Anne Hranchook, Victoria Lucia
Presenter(s): Kristine Thompson

Victoria Lucia introduced a motion to waive the second reading. Anne Hranchook seconded. The motion was unanimously approved.

Anne Hranchook introduced a motion to approve. Victoria Lucia seconded. The motion was unanimously approved.

The Graduate Council voted on proposals 2, 3, and 4 as a group.

Kevin Grimm introduced a motion to waive the second reading for all three proposals. Anne Hranchook seconded. The motion was unanimously approved.

Anne Hranchook introduced a motion to approve all three proposals. Paul Weinberg seconded. The motion was unanimously approved.

- 2) **Engineering Management, MS, Graduate Program Modification:** first reading, debatable, amendable, and not eligible for final vote at this meeting.
Reviewers: Henry Aigbedo, Meir Shillor
Presenter(s): Vijitashwa Pandey
- 3) **Industrial and Systems Engineering, MS, Graduate Program Modification:** first reading, debatable, amendable, and not eligible for final vote at this meeting.
Reviewers: Henry Aigbedo, Meir Shillor
Presenter(s): Vijitashwa Pandey
- 4) **Systems Engineering, MS, Graduate Program Modification:** first reading, debatable, amendable, and not eligible for final vote at this meeting.
Reviewers: Henry Aigbedo, Meir Shillor
Presenter(s): Vijitashwa Pandey
- 5) **Orthopedics, GC, Request to Discontinue Approved Graduate Program:** first reading, debatable, amendable, and not eligible for final vote at this meeting.
Reviewers: Claire Rammel
Presenter(s): John Krauss

John Krauss confirmed that the form is being completed today. Claire Rammel confirmed that all requirements are satisfied, and that there is no enrollment in the certificate.

Anne Hranchook motioned to waive the second reading. John Krauss seconded. The motion was unanimously approved.

Anne Hranchook motioned to approve upon receipt of the form. Victoria Lucia seconded. The motion was unanimously approved.

DISCUSSION ITEMS

- 1) **Withdrawal Deadline, University Policy Revision.** Updates since discussion at previous Graduate Council meeting.

Presenter: Neil Baumgartner, Audra Slocum (CARS Committee)

Though this policy lives in the UCUI catalog, the GC also needs to give its approval. It is being brought to UCUI for its second reading soon. This is the second time that the GC has discussed this.

Kevin Grim motioned to approve pending UCUI approval. Paul Weinberg seconded. The motion was unanimously approved.

- 2) **Minimum degree requirements for graduate admission**

Presenter: Brandy Randall

The Graduate Council reaffirmed that they want to see evidence of a degree, and that work experience is not an adequate replacement.

Graduate School Dean Brandy Randall asked Council members to think about if they will ever want to consider exceptions and will revisit this at a future date.

- 3) **Update on progress of Claire Rammel's work developing concentrations that will be transcribed when awarded for MSW programs in place of Maria Beam's two proposed new graduate certificates that were withdrawn in November 2024 after discussion with GC.**

Presenter: Claire Rammel

Claire Rammel will meet with Maria Beam and will finish work on this Wednesday, March 26, 2025.

Due to the urgency of this matter, Council members agreed to review and vote on this by email.

ADJOURNMENT

The meeting adjourned at 3:16.

