

Minutes of Graduate Faculty Meeting held on March 5, 2001

Chairman Don Madison called the meeting to order in the Missouri Room, UCE, at 3:30 PM.

There were five items on the agenda:

1. Report of membership committee (DJ Belarbi)
2. Graduate certificate program - description was mailed with the Agenda

The formal request was to approve the following:

- A. Approve the concept of a graduate certificate program.
 - B. Approve the proposed admission, transcript, and graduate credit process.
3. Change composition of Ph.D. committee (Tsoulfanidis)

First, a motion to approve the minutes of the December 4, 2000 meeting was made by Nick Tsoulfanidis and seconded by Paul Stigall. Motion passed.

1. Membership Committee Report:

Tom Petry presented the names of faculty approved for Continuation. Two were not recommended. Paul Stigall made a motion (seconded by Paula Lutz) to accept the report of the membership committee. The following discussion ensued:

- o Nick Tsoulfanidis wanted to change the current membership eligibility to include Teaching Associates. He was asked to propose this change during the next meeting of the Graduate Faculty.
- o Paula Lutz noted that some of the new faculty is not included in the Graduate Catalog. Don Madison will make sure that the 2001-02 Catalog will include new faculty.
- o Ekkehard Sinn inquired if there is a mechanism to include non-tenure track faculty in the Graduate Faculty. None exist now.

The motion passed.

2. Graduate certificate program:

The program will allow working professionals to continue their education. UMR will develop and market a portfolio of four courses in targeted areas leading to a graduate certificate. Please refer to program description (attached with the Agenda) for details.

- A motion was made by Lokesh Dharani and seconded by DJ Belarbi to approve the concept of graduate certificate program. The motion passed.
- A motion was made by Robert Mitchell and seconded by Joseph Newkirk to approve the proposed admission, transcript, and graduate credit process. The motion passed.

3. Ph. D. Committee:

Currently, five members of the committee must be members of the Graduate Faculty. Nick Tsoulfanidis made a motion seconded by Lokesh Dharani to change the current rule to read "At least four must be members of the Graduate Faculty". The motion passed.

4. Other Business:

Don Madison reported that the English Department has approved IEP courses. They will appear in the "Schedule of Classes" as non-credit courses.

The meeting adjourned at 4:12 PM.

Respectfully submitted

By Lokesh R. Dharani

Secretary, Graduate Faculty

Graduate Certificate Program

Background

With the rapid pace of technological change many working professionals need to return to the university to keep current with these changes. Typically these students have been away for the university for some years and are not confident of either their ability or the time required to undertake a full masters level program. Further, some might not have qualified for a full masters program if they had applied directly after graduation. But, just as in the case of students who qualify for admissions by performing well at a community college, we need mechanisms in place to assist working professionals in remaining productive and to bring them back to the university.

Proposed Graduate Certificate

Each year, approximately ten "hot topic" areas, along with a four-course sequence from existing graduate courses that provide working professional with the knowledge they need to understand and contribute to these emerging areas, will be identified and advertised. In order to receive a Graduate Certificate, a student must have an average grade of 3.0 or better. While the students admitted to the Certificate Program will have non-matriculated status, if they complete the four-course sequence with a grade of B or better in each of the courses taken, they will be admitted to the M.S. program if they so choose. The Certificate credits taken by students admitted to the M.S. program will count toward their masters degrees.

Implementation

Since the Certificate Program is designed to appeal to working professionals, the courses must be offered at times or formats that are convenient for them. Further, since enrollment in the Certificate programs is likely to be small at first and since maintenance of graduate standards is crucial, Certificate students will be integrated into regularly scheduled masters classes. This, of course, implies that regularly scheduled courses selected for the Certificate program must be offered at times or using formats that are convenient for Certificate students.

Students who do not have all of the prerequisite courses necessary to take the course in the Certificate program should be allowed to take "bridge" courses at either the graduate or undergraduate level to prepare for the formal Certificate courses.

Once admitted to a certificate program, a student will be given three years to complete the program so long as they maintain a B average in the courses taken.

Certificate Program Selection

Each spring, departments or individual faculty members may propose Graduate Certificate Program topic areas that they believe will attract the interest of working professionals to the dean of the college/school. If feasible, the dean will seek the advice of the industrial advisory committee(s) of the college and/or department. The dean will recommend the program areas to the Provost who will select the final list of Certificate programs for the year.

At the end of a complete cycle of courses in the Certificate, the Provost and the deans will evaluate the appeal of the programs to working professionals and either re-offer the program in the following year or select a substitute for it from among the suggestions for the next round of Certificate programs.

Evaluation

After two and one half years of operation, the Provost will evaluate the effectiveness of the program in terms of meeting the needs of working professional and bringing additional resources to UMR. If the program is judged effective, it will be continued with appropriate modifications. If the program is to be discontinued, students enrolled will be given notice that they must complete all of the remaining courses in a specified period of time.

Proposed motion for graduate faculty:

1. Approve the concept of a graduate certificate program.
2. Approve the proposed admission, transcript, and graduate credit process:
 - a. Student applies and is admitted by appropriate department and dean to the Certificate Program (post-bac status).
 - b. If he/she finishes 12 hours with a B average, then he/she receives a certificate and a listing on the UMR transcript.
 - c. If he/she receives a B or better in all 12 hours, he/she may apply to the graduate program and receive graduate credit for the 12 hours.