

**THE UNIVERSITY OF NEW MEXICO
SENATE GRADUATE COMMITTEE**

The Senate Graduate Committee met on Thursday, September 22, 2005, in the Ortega Reading Room, Ortega 335.

Present: **Ron Andrews, Ann Cunliffe, Mary Ellen Hanson (Chair), ***Mariana Ibáñez, Claudia Isaac, Jim Jacob, Ann Massmann, Grant Meyer, Elizabeth Noll, *David Sanchez, Geoff Schuster, Bruce Thompson and Amy Wohlert

Excused: Buck Creel, Zane Reeves and *Kathleen Sena

Absent: Todd Thompson

Minutes:

Ron Andrews moved approval of the September 8 meeting. Ann Cunliffe seconded the motion; the minutes were approved.

Curriculum Sub-committee Report:

Grant Meyer presented a curriculum Form C from the Optical Science program to the SGC for approval. Optical Science proposed a revision of their master's requirements, decreasing the number of core courses required and increasing the number of optional courses available to the student. This would provide greater flexibility for the student in the structure of their degree. The Form C was approved.

Meyer also presented a Form D proposing a new graduate certificate program in Systems Engineering, together with three Forms B creating the core courses for the certificate. The proposal would allow student to enroll through any of the existing School of Engineering graduate units, allowing the approach to Systems Engineering to be discipline specific. The core courses (Engr 501, 502 and 503) would provide the basics required. The proposal and attendant Forms B were approved.

Doctoral Level Minors Discussion:

Mariana Ibáñez told the Committee that a number of students and departments have recently approached OGS with questions about transcribed minors at the doctoral level. She provided the Committee with a brief history of SGC discussions on doctoral level minors as well as their approval of the master's level transcribed minor.

The Committee discussed the issue, including the value for students, restrictions by program, whether a master's only program could offer an acceptable PhD minor, and how the minor would appear on a student's transcript. Ibáñez did not know how the Banner transcript would look, but volunteered to research this issue. The SGC considered the possibility of a "graduate minor" rather than one that indicated masters or doctoral levels. They decided to revisit the issue at the next meeting.

Reports:**OGS:**

Dean Wohlert reported that Jane Slaughter and Buck Creel held the first meeting of the Provost's committee to review the Office of Graduate Studies. That committee has drafted a list of questions for the Dean/OGS to answer. The Provost has requested the committee's report by November. It is Wohlert's understanding that all aspects of OGS are open for review, including the office structure, responsibilities, organization, etc.

Wohlert noted that the OGS is up to full staff, with the hiring of two staff assistants, scheduled to begin work on September 26th. A number of OGS staff are working on Banner, while maintaining their regular work assignments. It is challenging, but so far working.

The OGS will soon begin to scan admission documents (at minimum) using the software piloted by the Admissions Office for undergraduate applications. OGS will share the Admissions' Office storage drives. OGS will maintain a paper file until they are confident that the paperless system works well. Eventually individual graduate units will be able to access the data, as well. In the interim, scanning will help speed the process for OGS admission staff and will eliminate lost documents.

OGS and A&S are working an on-line version of assistantship contracts. They plan to pilot the forms in Summer 2006 and will seek information from other colleges to insure that the forms developed cover all contingencies.

There are some difficulties with federal funding for various fellowships. Ordinarily the application deadlines are announced much earlier, but are delayed this year, Fulbright-Hays Scholarships, for example. AGEP funding is unclear. Their current funding ends in October; there has been no response to the proposal to renew their funding. Additionally, the program director for AGEP has announced that she has accepted another position.

The Form D for a graduate certificate in Women Studies was approved by the New Mexico Council of Graduate Deans and is moving forward to the Academic Council of Higher Education and the NM Higher Education Department. The proposal was well received and approval was unanimous. A representative from HED was present at the meeting, Wohlert reported, but he could not provide any information about the current moratorium on new degree proposals or a plan for a statewide plan for higher education. The new degree proposal from Western NM University was returned for revision.

Dean Wohlert noted that the 21-day statistics indicate a significant decrease in graduate enrollment. The average course-load has also decreased a bit. She noted that while the downward trend is national, UNM's numbers are of concern. The School of Engineering and College of Education numbers are down more than 10%. It was noted that some students may be working more hours because of the economy and therefore taking fewer hours. The declining numbers of foreign students, especially in Engineering, might also help explain the situation.

SGC:

Mary Ellen Hanson asked the members if they were interested in contributing to the Provost's committee on OGS, and if so, how they wanted to proceed. The Committee felt they had much to offer the discussion, especially because of their role in overseeing graduate policies. A number of the members said they had volunteered to serve on the Committee, but had not been invited to do so. It was suggested that Chair Hanson draft a memo to the co-chairs inviting the Provost's committee to meet with the SGC as soon as possible. Hanson will do so and report to the committee.

New Business:

Ibáñez reported to the Committee that the Academic History Banner team has asked if the SGC would consider a new grading policy for Thesis and Dissertation hours. She explained that while the Catalog indicates that students can receive grades of CR/NC or PR for thesis/dissertation hours, in fact the only semester grade a faculty can award is PR or NC. The IDMS script that runs when the degree is conferred automatically adds the notation "6 hours CR for 599" or "18 hours of CR for 699." In the current system faculty often post a semester grade of CR for thesis or dissertation hours, but a script that runs behind the grade table, changes the CR grades to PR. It causes confusion for faculty and students. It would be more accurate to only allow PR/NC as acceptable semester grades; awarding the credit on the transcript once the degree is conferred. The Committee agreed to consider the policy change with any other catalog changes brought forth by the catalog sub-committee.

Elizabeth Noll asked when the confidentiality of the Report on Thesis or Dissertation (grey sheets) was changed. Ibáñez will research the issue and report back to the Committee.

The meeting adjourned at 9:17.