

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

The Senate Graduate Committee met on Thursday, March 22, 2007, in 108 Mitchell Hall.

Present: Ron Andrews, Anne Calhoon, *Barbara Carver, Ann Cunliffe, Joseph Garcia, *Mariana Ibáñez, Claudia Isaac, Jim Jacob (chair), Ann Massmann, *David Sanchez, *Kathleen Sena, Yu-Lin Shen, Geoff Shuster and Sam Truett

Excused: Glenn Koster, Mary Walker and *Amy Wohlert

Absent: Lonna Atkeson, Mario Rivera and Wolfgang Rudolph

Guests: Kent Hopkins (Noel Levitz) and Deborah Helitzer (Biomedical Sciences)

Noel Levit Discussion:

Kent Hopkins a representative of Noel Levitz spoke briefly to the Committee explaining that he had conducted a review of the recruitment efforts at the undergraduate level in the fall and had been asked to return to campus to evaluate the graduate level efforts. He asked the members to help him understand how the work of the SGC impacts graduate enrollment and information on the strategies their programs are and/or have used to recruit students and the successes and failures they encountered. Members discussed changing, adding and deleting regulations/policies in response to student needs; clarifying existing policies such as tuition rollover, time-to-degree and funding issues. Individual members' roles in awarding some scholarships and awards were noted.

On the issue of recruitment strategies one idea that was raised is the possibility of a pool of funds to invite students to campus. The History department was able to fund a few student visits to campus recently and it seemed a successful endeavor. The Art History graduate students have created a "welcome wagon" that helps incoming students with specifics of program, campus and the city. Jacob noted that two recently admitted students stated that the actions of this student group was a deciding factor in their selection of UNM for graduate study.

Other ideas include finding ways to expedite the flow of admission paperwork, which would speed up admission responses, eliminating the running around that students often do, establishing communication between departments to learn what strategies are used for recruitment. Hopkins suggested a database of students interested in UNM, with reports that would track potential students so none would drop through the cracks. He also suggested that OGS should be the source of data on enrollment history and patterns, funding, tracking pipelines from feeder schools to UNM, etc. Graduate education is by its nature, decentralized, but UNM needs to create a dialog to help recruitment efforts to become more effective.

Hopkins will prepare a report for OGS on his findings and suggestions. OGS will share the report with the Committee.

Minutes:

Ron Andrews moved approval of the February 22 and March 1, 2007 minutes; Anne Calhoun seconded the motion. The minutes were approved.

Curriculum Subcommittee Report:

Claudia Isaac presented the curriculum subcommittee report to the SGC. The subcommittee recommended approval of four Forms B and two Form C as follows:

B – Math 680 – 1 credit; Colloquium

B – SPCD 585 – 3 credits: Math Methods for Students with Mental Retardation and Severe Disabilities

B – ECE 456/556 – 3 credits; Entrepreneurial Engineering

B – DANCE 566 – 3 credits; Flamenco History

C – MA in LLSS concentration in Bilingual Education clarifying requirements

C – MA in LLSS concentration in TESOL clarifying requirements.

The forms were approved.

Isaac introduced De. Deborah Helitzner, who presented a Form C and 13 Forms B (new course requests) to the SGC. The Form C proposed creation of a new concentration for the MS in Biomedical Sciences. The Clinical Research concentration will prepare MD and PhD prepared individuals with the didactic and experiential learning necessary to enable them to conduct extramurally funded clinical and translational research. The Forms B create the courses for the new concentration.

Members of the Committee asked questions about specifics on how the program would work, the number of students, it would handle, what the interest and projected growth of the program were, as well as questions about faculty and accreditation. After a lengthy discussion the SGC voted to approve the Form C and attendant Forms B.

Academic Program Reviews:

Ann Massmann noted that three program reviews were scheduled for fall term: Sociology, Nutrition and LLSS. She noted that two former members of the Committee served as the SGC representatives: Marianne Berwick for Sociology and Zane Reeves for the Nutrition's review. Massmann reported on the LLSS review, which includes programs in teaching English as a second language, language arts and literature and bilingual education among others. The review team's preliminary report was positive overall. One suggestion was to focus attention on their community work by having graduate student write papers for publication on the program's efforts.

There have been three reviews during the spring term as well. Massmann attended the Community and Regional Planning exit meeting and reported that the team was impressed with the diversity of both faculty and students. They applauded both CRP faculty and students for the amount and level of involvement in community outreach.

The team cautioned against moving forward for plans to create a PhD at this time; although they did suggest the program consider a 3-2 year bachelor's/master's program.

Isaac noted that the number of undergraduates enrolling in graduate seminars is increasing. The team was interested on the impact of both graduate and undergraduate students in the same course – for both level of student. Jacob suggested that GPSA undertake a survey of graduate students to ascertain how graduate students feel about classes shared with undergraduates.

Ann Calhoon reported on the Psychology review noting that the majority of the comments from the review team were very positive. They did think that faculty lines are stretched tight and that financial support for graduate students is low. There was a large dip in applications to the program that was not explained. Calhoon noted that the team also suggested that the Psychology faculty review the logic behind having two bachelor's degrees (BA and BS) and the possibility of eliminating one.

Barbara Carver reported on the Biomedical Sciences review. The comments were positive overall; the team noted an exponential growth in the number of students over the past ten years in student, however there has been no increase in faculty lines, so imbalance in their view. She noted that students commented that they thought the comprehensive requirement weren't as vigorous as they should be. She said that another point she found interesting is that some faculty commented that participation in graduate education was not as well thought of as their work with the medical school.

Jacob noted that the SGC had some general concerns about the transition from graduate program reviews, which focused on graduate education to the Academic Review process that focused on both graduate and undergraduate education. He noted that SGC participation in the APR process kept a certain focus on graduate education and that the Committee would continue to enter the reports into SGC record.

Chair-Elect:

Jim Jacob informed the Committee that it was time to elect a chair elect for the SGC. This individual will shadow the chair to learn how the Committee functions and would become chair of the SGC at the end of Spring term 2008. There were no immediate candidates; Jacob asked everyone to consider the issue and to send him their nominations. Self-nomination is acceptable. He reminded the Committee that some members are scheduled to rotate off SGC, unless reelected by their respective colleges. Memos advising deans of the ending terms will be sent out shortly.

Reports:

SGC: Virginia Shipman had been invited to attend the meeting, but Jacob suggested that she wait for another meeting. The Senate Operation Committee met with the chairs of the SGC, Undergraduate and Library subcommittees to discuss the FS restructuring process. They were able to discuss their concerns, objections and possible solutions. Jacob noted that the SGC was a busy subcommittee with a clearly defined role, and that the activity level and responsibilities of each FS subcommittee needed to consider

carefully in the proposed restructuring process. Another meeting with all the FS subcommittee chairs is scheduled for Friday (March 24th). There are a number of issues such as administrative support, communication between subcommittees, reporting structure, etc., that need resolution. The result may be that some subcommittees may be dissolved, some may move out of faculty oversight, and others will continue as they have. Jacob will report back at the next SGC meeting and the Committee can then discuss the potential restructuring in detail.

GPSA:

Joseph Garcia reported that GPSA election is coming up. The GPSA is working with ASUNM on their efforts to make community service part of the core curriculum. He'll report back on the process at a later date. GPSA is also working on security and housing issues and will be working with President Schmidly on them.

Meeting adjourned at 9:40.