

**Graduate Council  
Minutes  
November 8, 2017  
8:00-9:00 a.m. BA 205a**

In attendance: Kristi Askew, Susan Thackeray, Reed Criddle, Debanjan Bhattacharjee, Mary Sowder, Elijah Neilson, Christopher Goslin, Jeff Peterson, Jeff Maxfield, David Connelly, Jim Bailey

Staff in attendance: Pilar Hays, Robin Escobar

Staff excused: Shauna Reher

October 11, 2017 minutes were approved.

The following math course number and course titled changes were approved.

MATH 6300-Modern Algebra – Change course number to MATH 6310

STAT 6010-Theory of Statistics

The following graduate faculty member was approved:

College of Humanities & Social Sciences

Mykenzie Hydo – Professional

**Policy 655-Recommended Revisions**

Pilar Hays, Manager-Academic Policy/ Faculty Relations, led a discussion on proposed recommended changes to Policy 655-Graduate Faculty. Pilar presented a PowerPoint presentation. The following section contains the analysis and recommendations in the PowerPoint presentation amended for the recommendations made by the Graduate Council.

**Sections 4.2.1.1.and 4.2.2.1**

Analysis

- The intent of these sections was to allow full-time faculty as well as tenured and tenure-track staff to be full and associate members
- Tenure-track language was inadvertently omitted from the policy language

Recommendation

- Add comma after “a salaried, benefits-eligible faculty member,” so the “tenured and tenure-track” qualifiers apply to staff employees
- Add tenure-track to these sections, so both tenured and tenure-track staff can be graduate faculty full members
  - To qualify to become a graduate faculty full member, a salaried, benefits-eligible faculty member, or staff employee who is tenured or tenure-track with an academic

- department shall have, at minimum, the following credentials...
- To qualify to become a graduate faculty associate member, a salaried, benefits-eligible faculty member ~~or staff employee who is tenured with an academic department employee, or adjunct instructor~~ shall have, at minimum, the following credentials...
  - Remove the adjunct instructors from the associate member category and have them only be in the professional member category when they are not also a university staff member. Add terminal degree to professional member to cover those adjunct who should have one.
    - To qualify to become a graduate faculty associate member, a salaried, benefits-eligible faculty member ~~or staff employee who is tenured with an academic department employee, or adjunct instructor~~ shall have, at minimum, the following credentials...
    - (Graduate Professional faculty) 4.2.3.1... To qualify to become a graduate faculty professional member, a non-tenured or non-tenure track, full-time faculty member, or adjunct instructor ~~that is not otherwise employed by the university~~, shall have...
    - An earned ~~terminal or~~ master's degree....

#### Section 4.2.2.1 1)

##### Analysis

- Current policy does not allow faculty with master degrees to be graduate faculty associate members, while many peer institutions with more mature graduate programs do
- Difficult to find terminally qualified faculty in certain areas, e.g. cybersecurity
- Faculty with masters' degrees and related licensing or certifications with rigorous examination and continuing education requirements may be sufficient to qualify a faculty member to be graduate associate member as demonstrated by practices in other institutions

##### Recommendation

- Allow faculty to be graduate faculty associate member if they earned masters' degrees and related licensing or certifications with rigorous examination and continuing education requirements
- The masters degrees and license/certification areas for graduate faculty associate members must be approved by the Graduate Council
- 1) An earned terminal degree or actively working towards a terminal degree from a regionally accredited institution or equivalent in a discipline appropriate to the program in which he or she is expected to teach ~~or, as approved by the Graduate Council, a master's degree with related licensing or certification requiring rigorous examination and continuing education;~~

## Section 4.2.4 and 4.4.4

### Analysis

- When Policy 655 was developed, UVU did not have clinical faculty
- With the addition of the Master of Social Work program and a proposal for a Master of Physician Assistant degree program, UVU now has a need for a graduate clinical faculty category
- The use of clinical faculty in graduate programs also appears regularly at other institutions

### Recommendation

- Add a graduate faculty category for clinical faculty
  - 4.2.4 To qualify to become a graduate faculty clinical member, the clinical faculty shall have at a minimum the following credentials:
    - 1) An earned terminal degree or master's degree from a regionally accredited institution or equivalent in a discipline related to the field in which the faculty member will teach; and
    - 2) A current license/certification in good standing with the state related to the field in which the faculty member will teach.
  - 4.2.4 1) Graduate Faculty Clinical Members must be approved by the appropriate graduate program director.
  - 4.4.4 Graduate faculty clinical members include clinical professionals of practice granted permission by a graduate program director to supervise graduate students in a clinical setting. These faculty may or may not be employees of the university; however, if employed by the university, clinical faculty shall be considered adjunct faculty.

## Section 5.2.1

### Analysis

- Applicants for graduate faculty status currently submit their applications to the department chair of the program in which they are expected to teach
- Some graduate faculty members are not intending to teach in any graduate program in the near future, e.g. some Graduate Council members
- The department chair where the faculty member is normally employed is better able to evaluate the faculty members' scholarship qualifications than a department chair in an outside area

### Recommendation

- Faculty should apply for graduate faculty status through the faculty members' current department chair.
  - 5.2.1 Applicants for graduate faculty status shall complete and sign a Graduate Faculty Application Form and submit it to **their current** department chair...

- If program directors wish to request graduate faculty members from another department or program to teach in their program, both department chairs/program directors must agree on the faculty members' assignments and workloads.
- Graduate program directors may request graduate faculty to teach in their graduate programs once the faculty members have been approved as a graduate faculty member by the Graduate Council.

### Sections 4.4.1, 4.4.2, and 4.4.3

#### Analysis

- Graduate faculty full members require terminal degrees and recent scholarship. No other graduate faculty category has both these requirements.
- Since Graduate Council members evaluate the degrees and scholarship of graduate faculty applicants, they should possess the highest qualifications for graduate faculty to ensure quality; therefore, they should possess terminal degrees and should be current in scholarship as well. Since graduate student advisory committees oversee student scholarship theses and projects, faculty chairing these committees should possess terminal degrees and be current in scholarship.
- However, terminal degrees and recent scholarship may not be necessary to participate in other aspects of graduate education leadership and decision making. Policy should reflect this practice.

#### Recommendation

- Add the following language to 4.4.2 and 4.4.3 which is already included in 4.4.1: “**and participate in other matters concerning graduate education within their respective college/school and the University.**”
- Practice- Full members have the responsibility to mentor the other graduate faculty levels to ease burden of assignment on advisory committees by allowing associate members to be on them.

### Section 5.1

#### Recommendation

- If Graduate Council is truly considered an oversight body, amend 5.1 to read: “**Oversight** Function of Graduate Council.”

### Sections 4.4.1 and 5.3.1

#### Analysis

- Graduate Program Directors meetings are representative meetings where graduate program directors meet on a regular basis to discuss graduate administrative issues
- Graduate Council is an oversight body for graduate education consisting of faculty representatives from each college/school
- According to best practices concerning oversight, most graduate program oversight committees do not have program directors as members

- Potential conflict of interest – Advocating for program director’s own program instead of overseeing all programs
- Unfair to other graduate program directors who are not represented on the council

Recommendation

- Because Graduate Council is a graduate oversight body, add language:
  - Graduate program directors shall not be eligible to serve on the Graduate Council.
  - Director of Graduate Studies shall provide all graduate program directors with a copy of Graduate Council meeting agendas at the same time they are provided to Graduate Council members.
- Practice: Recommended having some joint meetings with Graduate Council and Graduate Directors, so Graduate Council members can hear directly from Graduate Directors.

This section was debated extensively by the Graduate Council. One perspective presented was that program directors were needed on the Graduate Council to advocate for their programs. An opposing viewpoint was that Graduate Council represents college/school faculty and not specific graduate programs. It is a faculty representative oversight body and not a program advocate body. Faculty representatives become informed about the issues and make decisions based on what is best for the university; whereas, graduate program directors tend to advocate for what they believe is best for their programs. The graduate program directors meeting are program advocate meetings, where graduate program directors can advocate for their programs. Graduate program director meetings are held on a monthly basis during the academic year.

It was recommended that some joint meetings be held with Graduate Council and Graduate Program Directors. Graduate Council agendas should be provided to graduate program directors before the meeting, so they can decide if they want to provide input on Graduate Council agenda items.

**Policy 655 Motion and Recommendation**

It was moved and seconded for the Graduate Council to recommend the above recommendations for changes to Policy 655. The motion was approved with 8 voting for the motion and 1 voting against the motion.

The meeting was adjourned.