# Graduate Council Meeting Minutes

November 29, 2017, GBB 202, 12:00 – 1:00 PM

*Members Present:* B. Baker L. Broberg, F. Brown, C. Dumke, C. Fitspatrick, K. Harris M. Murphy, G. Morrel, C. Nelson, S. Ross, D. Schuldberg, K. Volk, N. White  
*Members Absent/Excused:* J. Farnsworth, N. Lindsay, C. Palmer, R. Smith, S. Stan  
Ex-Officio Present: A. Kinch, V.P. Whittenburg  
  
  
Call to Order

* The minutes from 11/15/17 were approved.

## Communication

* The Tax Reform Summary correspondence from the GPSA was forwarded to the Faculty Senate. The Graduate School and Office of Research and Creative Scholarship are working through their professional organizations on the issue. The Commissioners Office is also engaged in the discussions. The University does not want the reforms to have a negative impact on students.

## Business Items

* The following items from the Humanities Subcommittee were approved. Revised syllabi with acceptable graduate increments were received.

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| **Philosophy** | | |
| [**PHL 403 UG**](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1851) | Early Wittgenstein | New course |
| [**PHL 404 UG**](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1852) | Later Wittgenstein | New course |
| [**PHL 407 UG**](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1879) | Epistemology | New course |
| [**PHL 408 UG**](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1880) | Philosophy of Mind | New course |

* The curriculum items below from the Social Science Subcommittee were approved.

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| **Political Science** | | |
| [PSCI 502 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1664) | MPA Researd Methods | New course |
| [PSCI 507 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1665) | Program Evaluation | New course |
| **Psychology** | | |
| [PSYX 500 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1630) | Advanced History & Systems | New course |
| [PSYX 587 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1828) | School Psyc Methods | Change repeatability |

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| **Pharmacy Practice** | | |
| [PHAR 513 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1729) | Pharmacoeconomics | Delete course |
| [PHAR 578 U](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1730) | Port Assess/APPE Orient | Delete course |
| [PHAR 558 U](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1732) | Public Health/Pharmacoecon | New course |
| [AHHS 540 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1736) | Interprofessional Prac Skills | New course |
| [PHAR 557 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1788) | Public Health In Pharmacy | Delete course |

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| **Physical Therapy** | | |
| [P T 524 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1740) | Clinical Medicine II | Change other: Change to fall semester |
| [P T 528 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1745) | Foun Skills II | New course |
| [P T 629 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1747) | Clin Med V | New course |

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| **Public Health** | | |
| [PUBH 640 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1685) | Qualitative Research Methods | New course |
| [PUBH 620 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1779) | Adv Quant Methods I | New course |
| [PUBH 621 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1780) | Adv Quant Methods II | New course |
| [PUBH 612 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1781) | Neuroepidemiology | New course |
| [PUBH 613 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1782) | Spacial Epidemiology | New course |
| [PUBH 614 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1783) | Env and Occ Epidemiology | New course |
| [PUBH 545 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1810) | Issues in Maternl & Child Hlth | New course |
| [PUBH 600 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1827) | Research Rotations | New course |
| PUBH 699 | Dissertation | New course |

* The items below from the Professional Schools Subcommittee were approved. Professor Ross is concerned about programs not allowing interdisciplinary students take courses because of restrictions. Students can request overrides.

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| **Accounting and Finance** | | |
| [ACTG 675 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1634) | Contemporary Acct Problems | Change credits |

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| **Communicative Sciences & Disorders** | | |
| [CSD 570 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1831) | Clinic Proc/Pro Pract I | Change description, other: no longer co-convening with 571, prereqs, title |
| [CSD 575 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1832) | Advanced Clinic Proc II | Change description, other: non- co- convening, prereqs, title |
| [CSD 520 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1833) | Artic & Phono Disorders | Change prereqs |
| [CSD 530 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1834) | Voice & Motor Speech Dis | Change prereqs |
| [CSD 540 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1835) | Fluency Disorders | Change prereqs |
| [CSD 550 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1838) | Dx /Tx Birth to Preschool SERV | Change description, learning outcome, prereqs, title |
| [CSD 560 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1840) | Dx /Tx School-Age Lang | Change prereqs, title |
| [CSD 565 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1841) | Aphasia & Acq. Apraxia | Change prereqs |
| [CSD 571 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1843) | Foundational App Clin Srv/Lrn | Change description, other: change co-convene status, prereqs, title |
| [CSD 576 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1844) | Advanced Applied Clinic II | Change credits, other: change co-convene status, prereqs, title |
| [CSD 640 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1845) | Swallowing Disorders | Change prereqs |
| [CSD 675 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1846) | Clinical Ext/ Adv Practicum | Change prereqs, title |
| [CSD 688 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1847) | MS Capstone Portfolio | Change description, title |
| [CSD 460 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1872) | Intro to Aural Rehabilitation | Change number |
| [CSD 450 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1873) | DX/Tx Birth to Preschool | Change description, learning outcome, level, number, other: This is becoming 450 to be a con-convening course with a corresponding gradaute course, title |
| [CSD 546 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1878) | AAC Complex Communication II | New course |

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| **Theatre & Dance** | | |
| [THTR 484 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1776) | Adv Acting: Professional Skills | Change credits |
| [THTR 510 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1813) | Grad Musical Theatre | Change title |
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| **Forest Management** | | |
| [FORS 558 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1626) | Landscape Ecology | New course |
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| **Management Information Systems** | | |
| [BMIS 575 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1726) | Fundamentals of Consulting | Change credits |
| [BMIS 625 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1727) | Mning of Txt & Unstructured Data | Change credits |
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| **Journalism** | | |
| [JRNL 432 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1734) | Social Media and Audience II | New course |
| [JRNL 484 UG](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1805) | Daily News |  |

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| **Society & Conservation** | | |
| [NRSM 540 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1830) | Food-Energy-Water Nexus | New course |
| [NRSM 541 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1859) | Food-Energ-Water Field Lab | New course |
| [NRSM 542 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1861) | Food-Energ-Water Nexus Seminar | New course |
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| **Resource Conservation** | | |
| [NRSM 515 G](https://winapps.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1778) | Collaborative Leadership | Change title |
| Level 1 | Water Ecology Food Nexus | New Interdisciplinary (Forestry and Geology) Certificate |

* The Science Subcommittee is not yet ready to approve the dual degree in Neuroscience. The 4+1 structure could be problematic in terms of graduate student funding status. Students in their fourth year will need credit for graduate courses, so a 2+3 model would be more appropriate. There are also financial aid implications. The proposal could use additional justification in terms of industry need. Dean Kinch reviewed the Graduate School policies. The only one that will need to be revised is related to admissions. In the spring, the Council should create best practices / guidelines in preparation for future proposals.
* Members were reminded of the practicum for Submittable. The message (appended below) was sent to Graduate Program Directors will be sent to the Committee.

## Adjournment

The meeting was adjourned at 1:00 p.m.

## Practicum for New Graduate Admissions Process

Graduate Program Directors/ Department Chairs,

If you are no longer the Chair/Program Director, please forward this email to the correct person. As you all know, the Graduate School is in the process of transitioning to a new admissions system, which will be provided by Submittable.com. One of the most attractive features of Submittable is its flexibility, especially in catering to the specific needs of admission committees as they review applications.

As we adapt the platform to our needs, it is imperative that we get input from each graduate program on what they want to see in the design of their Submittable page. At this point, we have only heard from 14 of the 40 programs. In order to meet our goal of completing the rollout of the new system toward the end of this academic year, we need test applications and test data from all of the University’s programs.

 We have thus organized some “practicum” sessions designed to provide support for faculty to explore Submittable, while giving us feedback on what they want to see in their pages. A representative from Submittable will be there to answer questions and help introduce the system’s features. Brittany Groesbeck and Kelly Speer from the Graduate School will also attend each session, which will allow faculty to see live demonstrations of functionality and provide immediate input on the design of their program’s page.

 The sessions are scheduled in the same room, DAH 306 (Journalism), in three different time slots during the week we transition to finals schedule:

Tuesday, December 12th, 2:00-3:00pm

Wednesday, December 13th, from 10:00-11:00am

Thursday, December 14th, 11:00am-12:00pm

  Please make plans for **at least one faculty member from your graduate program** to attend one of these sessions. Admins in each Department are welcome to attend, but we want to make sure that program Directors and Admissions Committee Chairs are engaged in the design of their pages.

Please RSVP to Brittany Groesbeck ([brittany.groesbeck@mso.umt.edu](mailto:brittany.groesbeck@mso.umt.edu)), and include the email addresses of all those who will attend, as well as any current members of your Admissions Committee. This information will allow us to populate the Submittable platform before the session.

Each attendee will receive an invite to register at Submittable.com, where they will be able to view a draft form of their application.

-Scott Whittenburg

Dean of the Graduate School