# Graduate Council Annual Report, 2016-2017

## Graduate Council Members

### Faculty Members

Linda Frey, History (2018) co-chair  
Sandy Ross, Chemistry (2019) co-chair  
Kent Swift, Accounting & Finance  (2017)  
Cory Palmer, Mathematics (2017)  
Fletcher Brown, C & I (2018)  
Len Broberg, EVST (2018)  
Linda Frey, History (2018)  
Charles Dumke, Exercise Science (2018)  
Kari Harris, Public Health (2019)  
David Schuldberg, Psychology (2019)  
Louise Economides, English (2019)  
Michael Murphy, Media Arts (2019) (fall-only)

**Ex-Officio Members**

Scott Whittenburg, Vice President, Research and Creative Scholarship and Graduate School Dean

### Graduate Students:

Genevieve Lind  
Garrett Morrill (fall-only)  
Kaitlin Hopingardner

|  |  |
| --- | --- |
| IIP Oversight Committee Members Cory Palmer, Mathematics Fletcher Brown, C & I David Schuldberg, Psychology Sandy Ross, Chemistry (Chair) Kari Harris, Public Health Linda Frey, History | IIP Admissions Committee Members Mike Mayer, History (2017) Stacey Gordon, Law (2018) Kelly Dixon, Anthropology George Stanley, Geosciences Mark Kayll, Mathematics |

## Curriculum Subcommittee Members

|  |  |
| --- | --- |
| **Humanities**  Linda Frey, History Louise Economides, English | **Sciences**  Cory Palmer, Mathematics Charles Dumke, Exercise Science Sandy Ross, Chemistry |
| **Social Sciences**  Len Broberg, EVST Kari Harris, Public Health David Schuldberg, Psychology | **Schools**  Kenton Swift, Accounting Fletcher Brown, Teaching and Learning Michael Murphy, Media Arts |

## Curriculum Review

The Graduate Council acted on 168 proposals including 5 level II and 13 level I proposals, 123 program modifications, 17 new course (7 UG), and 3 course deletions. The Council organizes the review according to discipline and 4 subcommittees (humanities, professional schools, science, and social science). Once the deadline has passed the distribution of proposals is considered. Typically some are moved to other subcommittees to more evenly distribute the workload, otherwise the professional schools subcommittee reviews 2-3x more proposals than other subcommittees. The Council met on several Mondays during the fall curriculum review in order to complete its work, which was heavy, especially with new programs.

### Academic Program Form -Level I

* New Certificates
  + Environmental Education (Environmental Studies- Post Baccalaureate)
  + Environmental Health Science (Public and Community Health)
  + Epidemiology (Public and Community Health)
  + Global Health
  + Public Health Administration
  + Child Welfare
* Name Changes
  + Rehabilitation Administration Certificate (from Allied Health Administration – PT)
  + Lifestyle Intervention Health Certificate (from Health Focused Lifestyle Intervention
  + PHD in Interdisciplinary Studies (from Individualized Independent PhD)
  + MS or MA of Interdisciplinary Studies (from Interdisciplinary Graduate Program )
  + MS in Parks, Tourism and Recreation Management (from MS in Recreation Management)
  + Department of Counseling and Global Service (from Counselor Education ) Withdrawn and the system level

### Academic Program Forms – Level II

* Dual Degrees
  + PharmD and Master’s in Public Health
  + PharmD and MS in Pharmaceutical Sciences and Drug Design
  + PT and Master’s of Public Health
  + Master’s in Public Health and Community and Prevention Sciences (HHP)
* New MS in Data Science (Mathematical Science)
* New Occupational Therapy Doctorate

### Proposals that required follow-up

* The Council met with Dean Humphrey on November 9th to discuss the proposal to establish an Occupational Therapy program. He was contacted by the Office of Public Instruction and given $20,000 to do a feasibility study. Montana needs occupational therapists and it is part of the University’s mission to meet the needs of the state. It is common for schools with Physical Therapy and Speech Language Pathology programs to also offer Occupational Therapy. Billings also submitted an Intent to Plan Form for Occupational Therapy. After discussion the Council approved the program, but forwarded it to the Faculty Senate with the language below.

*The Graduate Council moves to approve the creation of a new department and master’s program in Occupational Therapy (OT) on academic merit with the following considerations for the Faculty Senate.  The Office of Public Instruction (OPI) funded a feasibility study that clearly identifies the need for an OT program in the state of Montana.  The proposal submitted by Dean Humphrey demonstrates academic merit and provides a plan towards accreditation. Further, as outlined in the letter of support from interim Provost Edmond (11‑28‑16), funds to start this new program could come from several external sources or through UM program reallocation (Program Prioritization). The GC has deep concerns about the lack of committed funding sources essential for program development and start-up.   Specifically, the GC feels that an OT (or other) program that does not exist and is needed to serve the state of Montana should be provided with start-up funding from the state, or other external sources, and not through reallocation, which could weaken already struggling programs.*

* Physical Therapy recently reviewed its curriculum in preparation for upcoming accreditation. It submitted several requests to increase credits, some by a half credit. There are no other courses offered for half credit increments. The credit hour policy (put in place during the University’s accrediting visit) was sent to the program to rethink their analysis. [VP Whittenburg checked with the Registrar regarding half credits. It would take a reprogramming of UMs reporting systems and therefore is cost prohibited.]

## Other Business Items

* Bertha Morton Scholarships

The Council reviewed the applications for Bertha Morton funding. It decided on three fellowships and 20 scholarships. The Bertha Morton Procedures were revised to accurately reflect the current practice. The revision was information at the May Faculty Senate meeting.   
  
In addition to the review of applications, the Council considered with the Bertha Morton Funding should be used to recruit students. It voted to keep the funds for existing students, but would like students to have the option of which semester to use the grant. This will give programs flexibility in meeting TARA requirements. It also suggested the Graduate School create a hand out on understanding TARA and the various strategies used to help students attain this status. Funds can be cobbled together from multiple sources with UM codes to reach the $4500 minimum.

* The Council approved the request from English to remove the GRE requirement for application to the Creative Writing Program, the MA Teaching Option, and the English Literature program in accordance with the procedure.
* The Council approved changing the admissions deadline date for the IIP program from April 1st to April 15th.

### Program Reviews

Forestry (approved 11/28/16)  
English (approved 4/26/17)  
Communicative Sciences and Disorders (approved 4/26/17)  
Social Work (approved 4/26/17) Accounting and Management – in process

### UG Courses

The Council discussed the general misunderstanding of the graduate increment and lack of awareness of the existing guidelines as well as the benefits and detriments of co-convening. The graduate increment guidelines are not well assimilated or easy to find. There is a link in the e-curr form to the policy. It was suggested that the link include the title of the policy not the number for clarity. The Deadline memo was revised to include specific language regarding graduate increments and the Council will send a reminder to department chairs at the beginning of the fall semester to remind faculty of the guidelines during faculty meetings prior to the submission deadline for curriculum review.

### PhD in Interdisciplinary Studies

There were five applications submitted in the spring. The annual report is appended.

## Other Communication Items

* The Council was provided with Graduate School updates including events for graduate students, recruitment for the front desk and Graduate Admissions position, as well as the Graduate School Associate Dean position. The Graduate School is also transitioning to Submittable to process applications. The Council was given a demonstration by the vendor.
* The Council invited Associate Vice President Dawn Ressel on February 15th to discuss the status of data collection and analysis on campus. The [notes](http://www.umt.edu/facultysenate/documents/FSDocs%2016-17/GradDataMeeting2-17.docx) from the meeting were forwarded to the Faculty Senate as information on March 16th.

## Appendix

April 27, 2017

Individualized Interdisciplinary Doctoral Program (IIP)

Annual Report, Academic Year 2016-2017

**IIP Roster:**

|  |  |  |
| --- | --- | --- |
|  | AY 15-16 | AY 16-17 |
| Active Students | 12 | 7 |
| Inactive Students | 1 | 0 |
| Leave of Absence | 1 (Fall semester only, returned spring semester) | 0 |
| Graduated | 5 | 2 |
| Newly admitted | 3 (included in active students) | 0 |

**Current IIP Students Progress reports**

During AY 15-16, there were 12 active students, of whom ten submitted annual reports, and one communicated via phone. The student who graduated summer 2015 was not asked to submit a report. There is nothing to report for the three newly admitted students. For the remaining eight who have filed last year’s report,

* Three students are on schedule for their graduation, and one graduated in Fall 2015;
* One student is a semester behind for the defense due to delays in the dissertation writing process;
* One student moved graduation from Fall 15 to Summer 16 due to a Leave of Absence in the Fall semester to relocate and start a new job, thus delaying completion of the dissertation and defense;
* One student moved graduation from Summer 15 to Summer 16; the student accepted a faculty position that required relocation and adjustment to junior faculty position, thus delaying completion of dissertation writing and defense;

Professional Activity:

Out of ten reports, nine reported professional activities as described in the table below. One student served as a Commissioner for the White House Commission to Eliminate Childhood Abuse and Neglect Fatalities.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Type of Professional activity | Oral presentations | Poster presentations | Publication submitted/in review | Publication – Author | Publication - co-author | Grant/fellowship  awarded |
| Total number of contributions | 11 | 10 | 1 | 1 | 3 | 4 |

**Applications**

There was only one application for the 2016-2017 academic year in Spring 2017, but the timing of the admissions committee reviewing it and some issues with the application caused it to be moved forward to Fall 2017.

**IGP work**

*15-year statistics: 2001-2017*

|  |  |
| --- | --- |
| Admissions | 62 |
| Declined offers | 6 |
| Stop-out[[1]](#footnote-1) | 7 |
| Transferred | 4 |
| Graduated | 37 |
| Active in the program | 10 |

Renaming of Programs

The Individualized Interdisciplinary Doctoral Program has been renamed the Doctorate in Interdisciplinary Doctoral (DIS) program. The request to OCHE to rename the M.I.S. program to the Master of Arts in Interdisciplinary Studies (MAIS) and Master of Science in Interdisciplinary Studies (MSIS) was decline and we were asked to submit a proposal to create a new program for the MAIS/MSIS. The Intent to Plan form for this change was approved by the Council of Academic Officers at the April 2017 meeting. The full proposal is finished and will be submitted next.

*Changes in the Graduate School*

Dr. Raquel Arouca, who used to assist with the DIS (IIP) program, left the Graduate School to conduct research full time. In the interim, Dr. Whittenburg has been acting as the liaison with the DIS program with application/admission assistance provided by Brittany Groesbeck. Beginning August 1 of this year, Dr. Ashby Kinch, Professor of English Language and Literature, will assume the duties of managing the DIS program. Dr. Whittenburg will continue to assist with the Materials Science doctoral program which is also housed within the Graduate School.

1. [↑](#footnote-ref-1)