University of Wisconsin–Milwaukee
Graduate Faculty Committee
2007-2008 Annual Report

Members:
Joseph Aldstadt Assoc Chemistry/Biochemistry
Ryo Amano Prof Mechanical Engineering
Razia Azen Assoc Educational Psychology
Michael Brondino Asst Social Work
Arthur Brooks Prof Biological Sciences
Douglas Cherkauer Prof Geosciences
Alexandra Dimitroff Assoc Information Studies
Nancy File Assoc Curriculum & Instruction
Fred Helmstetter Prof Psychology
Jeremy Hansen Graduate Student
Jeffrey Peterson Assoc PSOA-Music
Simone Linhares-Ferro Assoc PSOA-Dance
Edith Moravcsik Prof Linguistics
Aims McGuinness Asst History
Karen Morin, Chair Prof Nursing
Mark Schwartz Prof Geography
Virginia Stoffel Assoc Occupational Therapy
Jim Wasley Assoc Architecture
Kathleen Wheately Assoc Spanish & Portuguese
Leslie Ying Asst Electrical Engineering
Huimin Zhao Asst Business Administration
Nathaniel Sharadin Graduate Student
Gwat-Yong Lie Graduate School, ex officio
Colin Scanes Graduate School, ex officio

Charter:
Functions/Responsibilities:

A3.05 Graduate Faculty Committee

(1) Membership.

a) The Graduate Faculty Committee is composed of members of the Graduate School Faculty and graduate students. Faculty members are elected by the Faculty of each school or college that offers graduate programs, in accordance with nomination and election procedures determined by the Nominations Committee. Every member of the Graduate School Faculty is eligible for election. Each school or college elects one (1) member for each fifty (50), or fraction thereof, members of its faculty; no department may have more than one member. Faculty members serve staggered, three-year terms. Three (3) student members are appointed annually by the Student Association. Student members must be
currently enrolled graduate students, no more than one of whom shall be from the same school or college. The Dean of the Graduate School and his/her principal associate dean serve as ex-officio members. The Committee shall be staffed by the Office of the Secretary of the University in cooperation with the Graduate School.

b) The Graduate Faculty Committee elects its chair and vice chair for a one-year term from its faculty members. A chairperson may not serve more than two (2) consecutive one-year terms.

c) The Committee meets at least once a month during the academic year, and on request of the Dean of the Graduate School or of five (5) Committee members. The agenda and minutes of all meetings are made available to the Graduate School Faculty on the Office of the Secretary of the University Web site.

d) Graduate Faculty Committee attendance shall be published by the Secretary of the Graduate Faculty Committee in the minutes of the last Graduate Faculty Committee meeting of the academic year. The Graduate Faculty Committee has the authority to declare vacant the seat of those Committee members who fail to attend three (3) regular meetings in a given academic year.

e) If a faculty vacancy occurs in the Graduate Faculty Committee, the vacancy will be filled by the available candidate from the results of the faculty standing committee balloting who had the next highest number of votes. The person designated shall serve until the first week of the next academic year. If the term of office extends beyond the current academic year, an election for the unexpired term is held at the next regular election. If there is no available candidate, the school or college concerned is responsible for conducting a special election.

(2) Functions.

The Graduate Faculty Committee is a body representative of the Graduate School Faculty. The Committee is responsible for the formulation of policies concerning the graduate programs of the University of Wisconsin- Milwaukee. Except when such authority may be shared with or delegated to other appropriate bodies, the Committee has final jurisdiction to review and approve proposals originated by departments or other academic units, concerning (1) courses which carry graduate credit only and, (2) graduate credit aspects only of course proposals involving both graduate/undergraduate credit. Jurisdiction over all courses open to undergraduates, whether carrying graduate credit or not, is vested in the appropriate faculty bodies in schools and colleges, and subject to review by the Academic Program and Curriculum Committee. The Committee maintains a continuing review of existing graduate programs and periodically undertakes specific studies and makes recommendations concerning continuance, modification, or discontinuance of existing programs and other matters of concern. The Committee periodically reviews work of each committee of the Graduate School. The specific functions of the Graduate Faculty Committee are:
a) Establishes procedures and criteria for the review and approval of graduate course proposals, including additions, modifications, and deletions. See Course Action Request Manual for further information.

b) May make policy recommendations concerning graduate education on its own initiative, or on request of the administration of the Graduate School.

c) Reviews program modifications and new program requests.

d) Undertakes and maintains a continuing review of Graduate School regulations and requirements with general application to student admission, continuation, and graduation, and the academic operation of UWM graduate programs.

e) On its own initiative the Committee periodically recommends appropriate changes in regulations and requirements for review and approval for subsequent publication in the Graduate School Bulletin and/or the Graduate Student and Faculty Handbook.

f) Advises the administration of the Graduate School concerning formulation of policies and procedures as related to academic regulations and requirements.

g) Annually reviews the list of members of the Faculty of the Graduate School as submitted by departments in accordance with Chapter 2.02 (2) of UWM Policies and Procedures.

h) Approves at its first meeting of each academic year, the names of individuals who meet the qualifications for Graduate School Faculty membership and transmits this list to the Secretary of the University.

i) Periodically recommends additions or other modifications to the approved annual list of Graduate Faculty membership based on names submitted by departments. All modifications are transmitted to the Secretary of the University.

j) The Graduate Faculty Committee may create and define duties of various subcommittees with specified responsibilities.

(3) Procedures.

a) The Graduate Faculty Committee may delegate portions of its responsibilities to the Graduate Program Committees of the schools and colleges and to other committees.

b) With respect to Committees, the Graduate Faculty Committee will follow the provisions of Chapter 6 unless otherwise provided.

c) The Graduate Faculty Committee shall have three standing subcommittees with the following charges and membership:

(Document 2563, 3/15/07; UWM Administration approval, 5/11/07)
Meetings:

Number of meetings: 9

Dates of meetings: Sept 17, Oct 15, Nov 19, Dec 17, Jan 28, Feb 25, Mar 24, Apr 28, May 19

Major Accomplishments/Actions/Issues of Discussion

Actions
Program Changes – Reviewed and approved revisions of the requirements for the following: PhD in Geosciences, Museum Studies Certificate, Women’s Studies Certificate, MA in English (Plan G), Executive MBA, MS in Engineering (new integrated BS/MS option)

New Certificates – Reviewed and approved the following graduate certificates: Assistive Technology and Accessible Design, Public Health

Authorization to Implement - Reviewed and recommended approval of the following new programs: PhD in Africology, MA in Spanish, MA in Women’s Studies, PhD in Environmental and Occupational Health

Entitlement to Plan – Reviewed and recommended planning for the following degrees: MA in Teaching the Arts, PhD in Sociology

Policies – Approved a policy for temporary withholding of a thesis or dissertation from public disclosure to establish intellectual property rights; Revised the certificate policy for more consistency in sharing credits between a certificate and a degree program among the different levels of certificates

Certificate Reviews - Reviewed reports on the following certificates and authorized continuation for another 5 years: Rhetorical Leadership, Geographic Information Systems, Family Nurse Practitioner, International Human Resources and Labor Relations, International Technical Communication, Museum Studies

Two-year follow-up reviews – Reviewed implementation status of recommendations from the following program reviews: MS in Exceptional Education, MFA in Performing Arts-Film, MA in Philosophy, MA in Communication, Master of Architecture, Master of Liberal Studies, MA and PhD in English, Master of Urban Planning, Master of Music, MA in Mass Communication, Master of Public Administration, MS and PhD in Physics

Ten-year Program Review – Accepted the report and recommendations for the review of the PhD in Urban Education
Discussion
Establishing guidelines for integrated BS/MS programs – an ad hoc committee will be convened to develop overall guidelines

Modifying the criteria for graduate faculty status – this matter was referred to the Subcommittee on Graduate Course and Curriculum for review

Modifying the criteria for doctoral advisors - this matter was referred to the Subcommittee on Graduate Course and Curriculum for review

Modifying U/G Course Guidelines - this matter was referred to the Subcommittee on Graduate Course and Curriculum for review

Resource allocation and program quality– the GFC raised concerns about establishing new programs at the expense of maintaining quality in current programs. GFC executives and subcommittee chairs met with the provost to discuss these concerns. As an outcome of the meeting, the GFC executive leadership requested periodic updates on the disposition of review recommendations, following meetings of the respective deans and the provost.