University of Wisconsin–Milwaukee

Graduate Faculty Committee
2009-2010 Annual Report

Members:

Yong-Cheol Kim FAC Business
Beth Rodgers FAC Nursing
Bruce Wade FAC Mathematical Sciences
Mesut Akdere FAC Administrative Leadership
Joe Austin FAC History
Tracey Heatherington, Chair 1 FAC Anthropology
Goldie Kadushin FAC Social Work
Joseph Aldstadt FAC Chemistry
Ryoichi Amano FAC Mechanical Engineering
Razia Azen FAC Educational Psychology
Michael Brondino2 FAC Social Welfare
Alexandra Dimitroff FAC SOIS
Cesar Ferreira3 FAC Spanish & Portuguese
Simone Linhares-Ferro FAC Dance
Jeffry Peterson FAC Music
Valerica Raicu FAC Physics
Mark Schwartz FAC Geography
Virginia Stoffel FAC Occupational Therapy
Jim Wasley FAC Architecture
Kathleen Wheatley FAC Spanish & Portuguese
Anne Wysocki FAC English
Lei Ying FAC Electrical Engineering
Patricia Arredondo Int Admin Graduate School
Colin Scanes Dean Graduate School
Linda Mooney Student Graduate Student
William Clint Walker Student Graduate Student

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 oneyear 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:

September 21
October 19
November 16
December 21
January 18
February 15
March 15
April 19
May 17

Summary of Activities:

The year’s work began with urgent debates about the administration’s intended changes to the structure of the Graduate School, announced in tandem with similar initiatives in Madison. A formal separation of administration related to research and teaching was proposed to accommodate the growing research enterprise and increasing number of graduate programs at UWM. During the summer of 2009, the Associate Dean for Graduate Education was released from her role in anticipation of these changes. After the University Committee requested that this initiative be suspended pending a formal review with input from faculty governance, Provost Rita Cheng convened a Task Force on Reorganization of the Graduate School. GFC Chair Tracey Heatherington attended to represent GFC, and brought reports back to the committee which were discussed during fall 2009. The final results of the Task Force were presented by Professor Robert Schwartz to the GFC at its December meeting. The GFC endorsed the Task Force’s recommendation to keep the position of a unified Graduate Dean and Vice Chancellor for Research. It also endorsed the Task Force proposal that the structure of Associate Dean positions should be reorganized to promote better integration between the activities of graduate education and graduate research. It noted similar recommendations that came forward from faculty governance at Madison.

The conscientious efforts and widely appreciated expertise of former Associate Dean of Graduate Education Gwat Yong Lie were greatly missed, particularly in supporting graduate programming over the summer and the launch of GFC activities in time for its September meeting. Associate Vice-Chancellor Patricia Arredondo was appointed to assist the work of the GFC and its subcommittees throughout the period of review and implementation of decisions related to administrative reorganization. She worked very effectively with committee and subcommittee chairs and program review teams in order to keep things on schedule and support our initiatives. Our experience this year confirms the importance of the Associate Dean roles, and GFC collaborated to support Graduate Dean Colin Scanes in his efforts to implement the recommendations of the Task Force on Reorganization. Throughout the spring semester, the GFC reviewed progress towards the hiring of three new Associate Deans, and hiring for vacant Graduate School staff roles.

Corresponding to the discussion of administrative reorganization, the GFC undertook to review its own structure and charge, particularly in light of the principle adopted by the Task Force on Graduate Reorganization, that graduate education and graduate research should be
integrated in order to promote synergies between them. The GFC reviewed the document produced by the Council of Graduate Schools on the Organization and Administration of Graduate Education (2004) to better distinguish its own role in contrast to the Graduate Program Representatives, who do not constitute a formally organized governance group but rather maintain communications between individual programs and the Graduate School. The document clarifies that although the everyday work of research, teaching and mentorship is located in individual departments, colleges and schools, the Graduate School is necessary to ensure quality and overall structural cohesion across programs, facilitate synergies and collaborations across programs, and enhance the graduate experience for faculty and students. High quality research institutions are expected to demonstrate the excellence and integrity of graduate programs through comprehensive management, review and support of all graduate programs. The hard work of the subcommittees ensures the quality of each individual program, while the GFC itself seeks to integrate governance activities related to new and existing programs, consider tensions and priorities for resource allocation, facilitate ongoing review of policies and procedures, and function as an instrument of vision.

The Committee declined to recommend breaking up its subcommittees into separate standing committees of the Faculty Senate, since the large size and composition of the GFC is already determined as a representative proportion of schools and colleges, and the functional knowledge of subcommittee activities on the part of multiple committee members facilitates the task of identifying transcendent concerns. Our practice this year to put routine subcommittee work on automatic consent has largely resolved the problem of repeating discussions and allowed us to focus on more big-picture issues. Following submission of recommendations of the Task Force on Graduate School Reorganization, we convened a Working Group to pursue revisions to our official mandate in the spring. The GFC reviewed its recommendations in committee and integrated further input from the Graduate School staff and GFC chair, including the addition of committee members representing the Staff Committee and the Research Policy Committee. The new mandate should be finalized and confirmed by the committee next fall.

The GFC accepted reports of the Subcommittee on Graduate Program Review pertaining to its full review of the program in Art History, the initial five-year review of the new program in Health Care Informatics, the two-year follow-up review of Urban Education, and reviews of certificate programs in Applied Gerontology, Chamber Music Performance, and Marriage & Family Therapy. It also reviewed and approved a revision of GFC Document 951 on the new Procedures for Qualitative Reviews of Graduate Programs. We lost quorum in May before getting to the agenda item GFC Document 877 on Policies and Procedures for the Development, Structure and Review of Certificate Programs; this document is ready for review at the next GFC meeting.

The GFC approved documents submitted by the Subcommittee on Graduate Course and Curriculum throughout the year. The GFC reviewed and approved authorizations to implement the new Ph.D. in Sociology, the M.S. and Ph.D. in Freshwater Sciences, and the M.A. and Ph.D. in Linguistics. We lost quorum in May before we could review GCC recommendations to revise criteria for graduate faculty membership and structure of committee membership for graduate students. This document is ready for review at the next GFC meeting.
The GFC endorsed the Subcommittee on Graduate Fellowships recommendation to recommend raising the levels and numbers of Graduate Fellowships. It reviewed policy on Graduate Student Assistantships and noted that UWM does not provide competitive graduate assistant salaries. In discussion the committee agreed that current student support levels were inadequate to a research university, and that we should work to improve them. The GFC reviewed a proposal to restructure the committee allocating the Graduate School Research Committee Awards, and approved it with certain revisions emerging from discussion. It later received the report of the Graduate School Research Committee recommending that more funding be allocated to these basic faculty awards. Dean Colin Scanes has graciously recognized the urgency of all these recommendations and worked to implement them as much as possible.

The work of subcommittee chairs Mike Brondino (GCC), Bruce Wade (GFC) and Razia Azen (GF) was recognized as exceptional. Member Anne Wysocki was elected as Acting Chair for the period from August-September, as Tracey Heatherington will be out of town on sabbatical for 2010-2011. A new Chair will be confirmed in September when the new Committee meets.

**Outstanding Debates and Concerns:**

Previous GFC Chair Doug Cherkauer in a letter to the Deans in May 2009, and former GFC Chair Karin Morin in her Annual Report for 2007-2008, both registered concerns that adequate resources were not allocated to the implementation of recommendations emerging from Graduate Program Review. This year’s GFC members noted a continuing concern that core graduate programs have been weakened by a diversion of scarce resources to support new schools and programs, which may still be inadequately supported. With extensive budget cuts to existing programs, many important faculty and staff lines remaining unfilled, while new programs have inadequate facilities. Because new program approvals are pursued on a case-to-case basis without clear exploration of the potential impact on existing programs, structural tensions are created. There are poor communications between GFC/GCC and APBC regarding resource allocation concerns and priorities. There is a need to clarify protocol for moving new proposals through various governance groups to facilitate information exchange and assure comprehensive review of potential resource impacts from a faculty perspective.

Adequate staff support to GFC and its subcommittees, as well as to the incoming Associate Deans, emerges as a crucial concern. Fluctuating staff assignments at the beginning and throughout the academic year created gaps, confusions and inefficiencies. It is important to have one dedicated staff go-to person with solid expertise, and to strike a balance between teamwork that facilitates mentoring additional persons in governance support, and clarity about how information should flow between staff, administrators and committee chairs.

We are concerned to maintain maximum possible continuity in staff and administrative support to the Graduate School pending the timely search and hire of three new Associate Deans. We recognize with sincere appreciation the willingness of Patricia Arredondo to serve through this crucial period of transition, and thank Dean Scanes and Provost Britz for their outstanding efforts to work with faculty governance.