University of Wisconsin–Milwaukee
Graduate Faculty Committee
2010-2011 Annual Report

MEMBERS
Mesut Akdere Faculty Administrative Leadership
Joe Austin Faculty History
Michael Brondino Faculty Social Welfare
Benjamin Campbell Faculty Anthropology
Naira Campbell-Kyureghyan Faculty Ind & Mfg Engineering
YiQiang Cheng Faculty Biological Sciences
George Clark Faculty English
Donald Hanlon Faculty Architecture
Yong-Cheol Kim Faculty Business
Lawrence Kuiper Faculty FICL
Hur-Li Lee, Secretary Faculty SOIS
Devendra Misra, Vice-Chair Faculty Elec Engr & Comp Sci
Festus Obiakor Faculty Exceptional Education
Beth Rodgers Faculty Nursing
Virginia Stoffel Faculty Occupational Sci & Tech
Laura Trafi-Prats Faculty Peck School
Laura Villamil Faculty Anthropology
Bruce Wade Faculty Mathematical Science
Anne Wysocki, Chair Faculty English
Shangping Xu Faculty Geosciences
Kent Demien Graduate Student Business
Colin Scanes (ex officio) Graduate School
Marija Gajardziska-Josifovska (ex officio) Graduate School
Michael Liston (ex officio) Graduate School
Douglas Woods (ex officio) Graduate School

CHARTER
Definition and Duties
Graduate Faculty Committee (UWM Policies and Procedures Chapter A3.05)
The Graduate Faculty Committee has legislative authority over academic matters pertaining
to graduate degree programs, recognizing that, in graduate programs, research and education
are entwined.

MEMBERSHIP
1. The Graduate Faculty Committee is composed of members of the Graduate School
   Faculty, Academic Staff, and graduate students. Faculty members are elected by the

GFC Annual Report 2010-2011
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. For each school or college, one (1) GFC member is elected 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. Members are additionally expected to serve either in an executive role on the GFC or on one of the GFC’s three subcommittees.

Three (3) graduate student members are appointed annually by the Student Association. Student members must be currently enrolled graduate students and no more than two can come from programs within any one School or College.

Two (2) members of academic staff are appointed annually by the Academic Staff Committee from among those whose work is pertinent to graduate education or research or the administration of graduate programs.

To facilitate coordination of graduate research and graduate education within university governance structures, the chair of the Research Policy Committee (RPC) or her/his delegate serves as an ex-officio member.

To facilitate communication among governance bodies, a member of the University Committee serves as an ex-officio member.

The Dean of the Graduate School, one of his/her associate deans, and a staff person from the Graduate School serve as ex-officio members.

2. At its February meeting, the Graduate Faculty Committee elects from its faculty members a chair-elect from those having at least one additional year to serve. By May of that year, the chair-elect designates a vice-chair elect. The chair-elect and the vicechair elect assume their fall, one-year duties on August 1.

A chair may not serve more than two (2) consecutive one-year terms.

3. As needed to assist in formulating meeting agendas or in dealing with urgent issues before a scheduled GFC meeting, the chair of the GFC convenes a co-ordinating committee that includes the vice-chair, the secretary, the chair-elect, the RPC representative, and the chair of each GFC subcommittee.

The chair (or vice-chair, chair-elect, or delegate drawn from the GFC membership) sits on the APBC, RPC, and PEC committees, in order to have the information necessary for chairing the GFC and to inform those committees of GFC actions. The chair communicates as needed with the Faculty Senate, the UC committee, the Secretary of the University, the graduate program representatives, and the various Deans and Associate Deans. The chair also chairs the Graduate School Research Committee.
4. 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.

5. 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 any three (3) regular meetings in a given academic year.

6. If a faculty vacancy occurs in the Graduate Faculty Committee, the vacancy will be filled by the eligible candidate from the results of the faculty standing committee balloting who had the next highest number of votes. In the event of a tie for the next eligible candidate, the University Committee will use its discretion in filling the vacancy. 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.

FUNCTIONS
The Committee exercises the authority of the Graduate Faculty in the following:

1. Advising the Dean of the Graduate School on administrative issues that pertain to graduate education, such as those listed below and including priorities for resource allocation.

2. Formulating and reviewing policies concerning the graduate programs of the University of Wisconsin-Milwaukee.

To carry out this function, the Graduate Faculty Committee:

- Establishes procedures and criteria for the review and approval of graduate course proposals, including additions, modifications, and deletions. This work is vested in the Graduate Curriculum Committee subcommittee of the GFC.

Except when such authority may be shared with or delegated to other appropriate bodies, the GCC has final jurisdiction to review and approve proposals originated by departments, the Graduate School, 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.

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

Reviews program modifications and new program requests.

Undertakes and maintains annually, or as needed, 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. Based on this review, the Committee periodically recommends appropriate changes for dissemination such as the Graduate School Bulletin and/or the Graduate Student and Faculty Handbook.

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

3 Reviewing existing graduate programs and periodically undertaking specific studies to make recommendations concerning continuance, modification, or discontinuance of existing programs and other matters of concern. This work is vested in the Graduate Program Review Subcommittee of the GFC.

4 Formulating and implementing guidelines and procedures for allocation of the fellowship funds administered by the Graduate School and recommends fellowship awards for meritorious graduate students. This work is vested in the Graduate Fellowship Subcommittee of the GFC.

5 Upholding the integrity of the graduate programs on campus.

The GFC establishes criteria for membership in the Graduate Faculty of the university.

In order to carry out the functions listed above, the Graduate Faculty Committee may create and define duties of various subcommittees with specified responsibilities. In order to carry out the functions listed above, the Graduate Faculty Committee will receive regular updates from the Research Policy Committee (A3.7); the Research Committee; and the Graduate Program Representatives from each department.

PROCEDURES
The Graduate Faculty Committee may delegate portions of its responsibilities to the Graduate Program Committees of the schools and colleges and to other committees. With respect to Committees, the Graduate Faculty Committee will follow the provisions of Chapter 6 unless otherwise provided.

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)
A3.05.1 Subcommittee on Graduate Course and Curriculum

(1) Membership
Nine members as follows: Four members of the Graduate Faculty Committee appointed by the Chair of the Graduate Faculty Committee, subject to approval by the Committee, three members of the UWM Graduate Faculty elected by the Graduate Faculty, one graduate student appointed to a one-year term, and the Dean of the Graduate School, or designee to serve as an ex-officio member.

Members of the Committee should reflect the range of disciplinary competencies in the University and represent the several schools and colleges insofar as the size of the Committee allows. Two members will be appointed each year for three-year terms in order to maintain a staggered terms sequence. The Chair of the Subcommittee must be a member of the Graduate Faculty Committee and is appointed for a three-year term whenever possible to assure the continuity achieved by the staggered terms of the members of the subcommittee.

(2) Functions
The Graduate Course and Curriculum Subcommittee has the responsibility for reviewing and approving graduate credit course proposals initiated by department or other academic units, as delegated by the Graduate Faculty Committee. It also reviews and makes recommendations regarding new graduate program proposals and program modifications to the Graduate Faculty Committee, and has the authority to bring graduate course and curriculum policy decisions before the Graduate Faculty Committee for discussion and action. It has the authority to identify issues affecting graduate education to be brought to the Graduate Faculty Committee for resolution, action, or advisement. It also has authority over the Multidisciplinary Committee-Directed Ph.D. program.

The Graduate Course and Curriculum Subcommittee acts in an advisory capacity to the Graduate Faculty Committee, providing consultation and information on issues relating to Graduate course and curriculum issues. It has the authority to bring motions before the Graduate Faculty committee for discussion and action.

In addition to the above, the Subcommittee:

a) subject to policy decisions by the Graduate Faculty Committee, exercises authority delegated by the Committee in the form of exclusive review and approval jurisdiction over graduate credit course proposals initiated by departments or other academic units.

b) 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.

c) may make policy recommendations to the Graduate Faculty Committee concerning graduate education on its own initiative, at the direction of the Graduate Faculty Committee, or on request of the administration of the Graduate School.
d) reviews program modifications and new program requests and makes recommendations to the Graduate Faculty Committee.

e) reviews and makes recommendations to the Graduate Faculty Committee regarding applications for the Multidisciplinary Committee-Directed Ph.D. Programs. The subcommittee is to make the best judgment possible on the academic merit of the proposed multidisciplinary program. The subcommittee and the Dean must satisfy themselves that the proposed program cannot be carried out within an established doctoral program. The subcommittee must further approve the membership of the student's supervisory committee, guided by considerations of the committee member's expertise in proposed areas of study and their commitment to the student's program.

f) at least biennially, prepares a detailed procedure manual. All procedures followed by the Subcommittee and approved by the Graduate Faculty Committee are included in this manual. A copy is available from the Graduate School (Mitchell 261).

g) reviews and recommends to the Graduate Faculty Committee course proposals from departments not offering graduate degree programs: proposals from departments whose graduate course offerings will not total more than 14 credits will be referred directly to the Graduate Course and Curriculum Subcommittee. Proposals for courses in existing sequences of more than 14 credits must be accompanied by a justification explaining the need for extensive graduate course offerings in the absence of an approved graduate program. Proposals involving such sequences will be reviewed by the Graduate Faculty Committee, Campus Administration and the Regents.

h) makes an annual report to the Graduate Faculty Committee. Special reports may be made at the direction of the Graduate Faculty Committee or on the initiative of the subcommittee.

(Document 2563, 3/15/07; UWM Administration approval, 5/11/07) (Editorially revised, 6/30/08)

A3.05.2 Subcommittee on Graduate Program Reviews

(1) Membership
Thirteen members as follows: Six members of the UWM Graduate Faculty elected by the Graduate Faculty, seven members of the Graduate Faculty Committee appointed by the Chair of the Graduate Faculty Committee, subject to approval by the Committee. Members of the subcommittee should reflect the range of disciplinary competencies in the University and represent the several schools and colleges insofar as the size of the Subcommittee allows. The Subcommittee on Graduate Program Reviews elects its own chair from among its membership. The Chair must be a member of the Graduate Faculty Committee.
(2) Functions
a) To supply one member for each ad hoc review committee. The Chair of the Committee on Reviews appoints the ad hoc committee members to include one member from the Committee on Reviews and one member from the UWM Graduate Faculty.

b) To meet with the ad hoc review committee and to receive reports of the outside consultants and the conclusions and recommendations of the ad hoc review committee for presentation to the Graduate Faculty Committee together with a rationale for each conclusion and recommendation, as necessary.

c) The committee makes appropriate recommendations on the frequency and nature of reviews of the various programs to the Graduate Faculty Committee.

d) The Subcommittee makes an annual report to the Graduate Faculty Committee. Special reports may be made at the direction of the Graduate Faculty Committee or on the initiative of the Subcommittee.

(3) Procedures
The Subcommittee on Graduate Program Reviews will adhere to the Procedures for Qualitative Reviews of Graduate Programs.

(Document 2563, 3/15/07; UWM Administration approval, 5/11/07) (Editorially revised, 6/30/08)

A3.05.3 Subcommittee on Graduate Fellowships

(1) Membership
Twelve members as follows: Six members of the Graduate Faculty Committee appointed by the Chair of the Graduate Faculty Committee, subject to approval by the Committee, four members of the UWM Graduate Faculty elected by the Graduate Faculty, the Dean, or designee, and Fellowship Coordinator of the Graduate School serve as ex-officio members.

Members of the Subcommittee should reflect the range of disciplinary competencies in the University and represent the several schools and colleges insofar as the size of the Committee allows. The Chair shall be elected by the Subcommittee membership at the first meeting of the Subcommittee. The Chair must be a member of the Graduate Faculty Committee.

(2) Functions
a) Within the provisions of University regulations and practices and subject to review by the Graduate Faculty Committee, the Subcommittee formulates and implements guidelines and procedures for allocation of available fellowship funds administered by the Graduate School.
b) Following its designated application and selection procedures, the Subcommittee annually recommends fellowship awards for meritorious graduate students.

c) On request of the administration of the Graduate School, the Subcommittee may assist in the assignment of other graduate student financial support awards.

d) The subcommittee makes an annual report to the Graduate Faculty Committee. Special reports may be made at the direction of the Graduate Faculty Committee or on the initiative of the subcommittee.

(3) Procedures
With administrative support from the Office of Secretary of the University, the Subcommittee annually establishes deadlines, application nomination forms, review selection procedures, and award announcements.

(Document 2563, 3/15/07; UWM Administration approval, 5/11/07) (Editorially revised, 6/30/08)

MEETINGS
September 20, 2010
October 18, 2010
November 15, 2010
December 20, 2010
January 17, 2011
February 21, 2011
March 21, 2011
April 18, 2011
May 16, 2011
SUMMARY OF ACTIVITIES

In response to the Graduate School re-organization of 2009-2010 and to the report then produced by the Task Force on Graduate Reorganization, the GFC began a review of its structure and mission in 2009-2010, and completed a revision of its mission and its policies and procedures in 2010-2011. The revised document was submitted to, and passed by, the Senate on April 21, 2011. The revised document appears at the beginning of this report, under “Charter.” This revised document outlines the GFC’s work in light of how 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 GFC’s subcommittees ensures the quality of individual programs, 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.

In its earliest meetings, the GFC identified graduate student funding as a priority for the 2010-2011 year. An ad hoc subcommittee developed and, with the help of the Graduate School, distributed a survey to learn about levels of graduate student funding at peer and aspirational institutions. A report on this survey will be distributed in the fall.

On February 22, 2011, in response to the legislative events in Madison concerning the state budget and rights for collective bargaining, the GFC passed a resolution requesting from the UWM System and UWM administration better publicity for the contributions to the state of UWM faculty and graduate students and better advocacy for fair compensation.

The GFC received regular reports on the RPC, PEC, APBC committees, as well as a report from the chair of the Task Force on Internationalization, Patrice Petro.

The GFC would very much like to acknowledge the hard work and thoughtful contributions of subcommittee chairs Mike Brondino (GCC), Bruce Wade (GFC) and Ginny Stoffel (GF).

The GFC accepted the following work from the Subcommittee on Graduate Program Review:

Reviews of the
  Master of Science and Doctor of Philosophy in Anthropology
  Master of Science Program in Cultural Foundations of Education
  Doctor of Philosophy Program in Health Sciences
  Graduate Programs in History
  Graduate Certificate in Ergonomics
  Specialist Certificate in Administrative Leadership
  Graduate Certificate in Translation
  Graduate Certificate in Art Museum Studies

Mid-Cycle Review of the
  Women’s Studies Certificate
Two-Year Follow-up Review of the
Master of Science in Curriculum and Instruction
Master of Science and Doctor of Philosophy in Mathematical Sciences

The GFC approved documents submitted by the Subcommittee on Graduate Course and Curriculum throughout the year, including recommendations of the Subcommittee on the criteria for: 1) Graduate Faculty Membership, 2) Major Professor, Advisor or Committee Chair, and Committee Members for Master’s Students; and 3) Major Professor, Advisor or Committee Chair, and Committee Members for Doctoral Students, as well as revised Policies and Procedures for the Development, Structure, and Review of Graduate Certificate Programs. The GFC also reviewed and approved authorizations:

to establish
A Coordinated Degree Program Leading To the Master of Arts in Women’s Studies and Master of Library and Information Science

to add an
an Actuarial Science Option to the M.S. in Mathematics Degree
a Concentration in Public Library Leadership Within the Master of Library and Information Science Degree

to accept
Changes to the Graduate School Bulletin Copy for the Master of Public Health
Changes to the Graduate School Bulletin Copy for the Doctor of Philosophy in Sociology
Changes to the Graduate School Bulletin Copy for the Master of Arts and Doctor of Philosophy in Linguistics
Changes to the Graduate School Bulletin Copy for the Master of Science in Freshwater Sciences and Technology and the Doctor of Philosophy in Freshwater Sciences
Changes to the Master of Arts in Linguistics
Changes to the Requirements for the Doctor of Philosophy in Linguistics
Changes to the Master of Arts in English
Changes to the Doctor of Philosophy in English
Changes to the Requirements of the Master of Arts in Art History
Changes to the Requirements for the Master of Science in Administrative Leadership and Supervision in Education

During academic year 2010-2011, the Graduate School Research Committee, which oversees the Graduate School Research Committee Awards under the GFC’s oversight, received and reviewed 38 proposals requesting $475,700. (One applicant was deemed ineligible for having received more than $100,000 in start-up funds. One applicant received Research Growth Initiative funding for 2011-2012 time period and so also became ineligible for the GSRC award.) The Committee continued discussions of how the awards might still more strongly support those groups on campus for whom there does not exist much external funding as well as how the awards might also be structured to encourage recipients to reach more widely for support. Twenty-eight individuals were selected for awards, totaling $326,735.
ONGOING AND OUTSTANDING CONCERNS

Previous GFC Chair Tracey Heatherington in her Annual Report for 2009-2010, former 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, all registered concerns that adequate resources were not allocated to the implementation of recommendations emerging from Graduate Program Review. This year’s GFC members noted—as they did in 2009-2010—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.

In light of these concerns, the chairs of the APBC and GFC in 2010-2011 began discussions concerning better communication between the two groups over allocation concerns and priorities, but acknowledged in the discussions that current arrangements for communicating about budgetary implications do not support either committee in making informed decisions about new programs.

Another ongoing concern are the tensions in the university between its research and education missions. The GFC was well-represented on the Strategic Planning for Research Initiative that took place in spring 2010, and endorsed the call in the resulting report that “UWM work to develop a culture of research on campus, balancing this charge with a call to student access.” Toward this end, the chairs of the RPC and GFC met regularly through the spring of 2010-2011 to discuss approaches for more closely integrating the work of the RPC and the GFC, as well as to address how the governance committees could be more connected with the Graduate School functions that support research.