

**University Graduate and Professional Committee
2003-2004**

Minutes for October 23, 2003

Members present: Scott Atwell, Mary Cairry, Mary Cline, Yaron Felus, Nancy Hogan, Liza Ing, Stephen Jakubowski, Bob Loesch, John Schmidt

Members excused: Bob Carter, Greg Wellman

Previous Business:

J. Schmidt reviewed the final minutes from last year's committee. All present received a copy. Copies were then emailed to both B. Carter and G. Wellman. J. Schmidt discussed last year's activities and requested that this year's committee begin where the final minutes left off. This was seconded by B. Loesch.

New Business:

As recommended from last year, FSU should join the "Association of Graduate Institutions". Ferris is the only university in Michigan that houses graduate programs who is not a member. B. Loesch volunteered to draft a proposal and get the UGPC on the agenda of the Senate meeting scheduled for November 4th, 2003 at 10 am. B. Loesch and N. Hogan to attend.

The formatting policy from last year is being reviewed by Arts and Sciences Graduate Education Committee. UGPC will then review the final copy and submit it to the Senate for approval in December.

Under new university leadership, the committee believes it is essential to present Dr. Eisler with the areas of concern and the direction our committee is trying to establish. N. Hogan to set up a meeting with Dr. Eisler. Each sub-committee from last year should review the final report to prioritize items for an executive summary.

The committee discussed prioritizing the areas of concern and then request meetings with individuals who oversee those areas. Housing/Student Life, Registrar, and Library issues were prioritized. The committee thought it would be best to meet with President Eisler before setting up individual meetings.

The committee decided that the minutes of each meeting should be sent to the President and VPAA to keep them informed of our activities.

The committee discussed the current “University Guidelines for Graduate Programs” and pushing to make them policy. M. Cairry pointed out that it is the only framework provided when proposing a new program.

M. Cline suggested calling the Senate office and having the “University Guidelines” placed on the Senate page. N. Hogan to call.

The committee’s role in the approval process of new graduate programs was discussed with the suggestion to make the UGPC part of the approval form process. This will be discussed further.

Meeting adjourned 12:00 pm

Next meeting Friday, October 31, 2003, Bishop 421G

Respectfully submitted,

Nancy Hogan