



## Minutes of the Graduate Board

*Wednesday, October 19, 2011*

**Executive Conference Room  
Student Faculty Center  
Health Sciences Center Campus  
2:30 – 4:30 p.m.**

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### **Members Present:**

William Aaronson, Jasim Albandar, Kathryn Hirsh-Pasek, Barbara Hoffman, James Korsh, Jagannathan Krishnan, Dan A. Liebermann, Lynn Mandarano, Deborah Sheldon

### **Ex-Officio Member:**

Zebulon Kendrick, Vice Provost, Graduate School

### **Graduate School Staff:**

Cheryl Jackson, Administrative Coordinator  
Kathryn Petrich-LaFevre, Director of Graduate Information  
Michael Toner, Associate Director for Graduate Enrollment and Data Management

### **Guests:**

Dianne Soprano, School of Medicine  
John Soss, Department of Finance, Fox School of Business and Management

### **Approval of the Minutes:**

Kathryn Hirsh-Pasek motioned to approve the minutes of September 21, 2011. Jasim Albandar seconded the motion. The motion to approve the minutes was unanimously passed.

### **Business:**

The Vice Provost opened the meeting with a brief overview of how programs are brought to the Program Committee for review, given that several proposals are currently before the Graduate Board. He noted that the Graduate School is presented with a proposal from a school/college that contains certain elements. The Vice Provost works with Jodi Levine Laufgraben, Vice Provost for Academic Affairs and Assessment, and the school/college to clarify issues and fine-tune the proposal's language. Only then is the proposal presented to the Program Committee and, upon approval, to the Graduate Board at large. This process is followed for all new, restructured, and terminated programs, but not new concentrations, certificate programs, or programs that are being renamed.

Dianne Soprano represented the School of Medicine to discuss its restructured M.S. and Ph.D. programs. It is proposed that eight individual department-based programs be terminated and subsumed under an umbrella Biomedical Sciences Ph.D. program. A common curriculum would allow students to choose from among five clusters: Cancer and Genetics, Infectious Disease and Immunity, Molecular and Cellular Biosciences, Biomedical Neuroscience\*, and Organ Systems and Translational Medicine. The M.S. program would offer two tracks: master's thesis with a cluster area, and non-thesis with no cluster area. The expectation is that the interdisciplinary programmatic design will attract more competitive students.

\* This cluster title is under discussion and may be shortened to "Neuroscience."

William Aaronson and John Soss represented the Fox School of Business and Management to discuss the restructuring of the M.S. in Finance and M.S. in Financial Engineering and the establishment of an M.S. in Financial Analysis and Risk Management. The proposed programming grew out of a partnership with the Undergraduate program to extend the B.B.A. and includes a new 10-month M.S. in Investment Management, a restructured 10-month M.S. in Financial Engineering, and a new 22-month M.S. in Financial Analysis and Risk Management. The programming aligns coursework in preparation for exams. Students enter as a cohort and engage in non-traditional pedagogy, including both online and in-class courses and a modular format wherein many courses are worth 1.0 to 1.5 credits each.

The Vice Provost also highlighted the dual J.D./M.P.H. degrees, noting the differences between dual and joint degrees. Enrollment requires that the dean sign a memo of understanding, and no Board action needs to be taken on this.

It was motioned that email be utilized to bring the School of Medicine and the Fox School of Business and Management proposals forward to the Graduate Board with approval by the Program Committee. The motion passed unanimously.

The subject of Dissertation and Master's Project Completion grants was next addressed. The Vice Provost pointed out that proposals for Spring 2012 are due on Friday, October 21, 2011.

The Vice Provost next addressed the Graduate Faculty's request to the Policy Committee that stemmed from the September meeting of the Graduate Faculty. They had asked that the Graduate Board make "tightly focused" changes to the original document policy regarding the structure of the Graduate School. The call for suggested changes in language resulted in only four email responses from the more than 900 Graduate Faculty on record. James Korsh noted that he had not attended the meeting but that he had read the meeting minutes. He expressed his desire for the Policy Committee to listen to the Graduate Faculty – and to not take decision making out of the hands of the Graduate Faculty. William Aaronson noted that only a handful of Graduate Faculty protested against the revised policy document and suggested that since the Graduate Board is elected by a larger swath of Graduate Faculty, the Graduate Board, including those members who had originally drafted the revised document, is necessarily more representative of the desires of the Graduate Faculty as a whole. The Vice Provost further pointed out that the Policy Committee can likely refuse to deal with the policy document, given that they have much on their plate with new degree programming.

Discussion turned to new procedures for admitting international students. Departments will be able to make their own admissions decisions by calculating GPAs and reviewing transcripts. Only if a student matriculates is that student then responsible for bringing the official transcript(s) and diploma(s) for review by the Graduate School. If this required documentation is not provided by the end of the first semester, the student will be dismissed from the program. In addition, the department is responsible for retaining all application documents received so they may be compared with the official versions presented later by the student. If any discrepancies are found between the two, the student will be dismissed from the program.

In old business, the Vice Provost stated that tuition requests continue to roll in for the Fall semester. He also noted that a new letter writing system – one that will encompass not only Teaching and Research Assistantships, Graduate Externships, and Academic Internships, but also Fellowships and

Postdoctoral Fellow and Visiting Research Scholar letters – is due online by the end of June 2012. The new system will replace the Ultimus Workflow system vacated at the end of December 2010 and is the combined effort of Human Resources and Computer Services who will bring it in line with Banner.

No new business was raised.

**Adjournment:**

The meeting adjourned @ 4:00 p.m.

The next Graduate Board meeting will be held on Main Campus, 3B Conwell Hall, on Wednesday, November 16, 2011, @ 2:30 p.m.