

Graduate Council Minutes

October 25, 2006

Present: Bleiler, Bluestone, Brennan, Butler, McCartney, Ostlund, Reynolds, Siegel, Sussman, Wood, Feyerherm, Devereaux, Orr Eldred, Hanson

Absent: Taylor, Yeakley

Guests: Ethan Seltzer, Urban Studies and Planning, and Rudy Barton, Architecture

Agenda

Minutes from October 11 meeting

Overview of Review Panel Process

Old Business:

College of Urban and Public Affairs

- Graduate Certificate in Urban Design – new program

School of Fine and Performing Arts

- ARCH 421/521 Urban Design Methods, 4 cr – new course
- ARCH 432/532 History and Theory of Urban Design, 3 cr – new course

The meeting was called to order at 3:12.

Minutes from October 11, 2006, GC meeting

- *It was moved (Butler) and seconded (Bleiler) to approve the minutes as submitted. The motion was approved unanimously.*

Overview of Review Panel Process

Ostlund provided an overview of the review panel process.

- The GC review of proposals is a two-step process: first it is reviewed by a subcommittee, who interacts with the unit and requests revisions as necessary; second, it is reviewed by the entire GC, who may request additional revisions. When working with the unit, the subcommittee should make this two-step process clear so that units are not surprised if asked to make a second round of revisions. GC subcommittees should stress to units that our purpose is collaborative, not adversarial, and we are helping them to bring forth the best proposals possible.
- The two-page summary required by Faculty Senate for new program proposals should be requested by the subcommittee when the initial set of revisions are requested. The two-page summary will now be part of the GC review to ensure that it is an appropriate reflection of the proposal.
- It was acknowledged that a set of instructions for new program proposals at the graduate level should be created and posted on the OAA website.

Old Business:

College of Urban and Public Affairs

- Graduate Certificate in Urban Design – new program [including two page summary for Faculty Senate]

School of Fine and Performing Arts

- ARCH 421/521 Urban Design Methods, 4 cr – new course
- ARCH 432/532 History and Theory of Urban Design, 3 cr – new course

Bluestone provided an overview of these proposals and recommended approval. A number of items about these proposals were discussed in advance of Seltzer and Barton joining the meeting.

Seltzer and Barton joined the meeting to answer questions about the proposals. Seltzer gave a brief overview of the Urban Design proposal, saying it was a joint effort between Urban Studies and Planning and Architecture to provide additional training for graduate students in this area. He also noted that this program has strong community support and that there is a community advising board for this program. It is anticipated there will be much interest from students for his certificate; the graduate certificate in Real Estate Development is very popular.

The GC members provided recommendations for strengthening the proposals.

- It was noted that original letters of support for the certificate have not yet been received, and the proposal will not be sent to FS until they are received by OGS.
- It was suggested that the credentials or even CVs for the community advising board be added to the certificate proposal so that OUS is aware of their expertise.
- Courses numbered 510/610 cannot be used in a graduate certificate. The 510 elective course will need to be removed or it will need to be approved as a discrete-number course.
- It was suggested that language be added that substitutions of discrete-numbered courses could be allowed at the discretion of the certificate program director.
- The number of anticipated students in the certificate program needs to be clarified.
- It was suggested that the two ARCH course proposals list the regular faculty who will offer the courses if the adjuncts listed are not available.
- There were questions about whether the ARCH courses have been offered before; this needs to be clarified.
- It was suggested that the joint partnership (there are no longer architects in USP) be better explained.
- It was suggested that language be changed from 'development' to 'on-going development' on the bottom of page 3.
- USP 596 should be listed at USP 596/696.
- The unit needs to recognize that students need to have a bachelor's degree in order to be admitted to this program. Undergraduate students in the architecture program will not be able to use courses for both their bachelor's degree and this graduate certificate. This does not affect the certificate proposal itself, but this information needs to be clearly conveyed to students.
- The same courses cannot be used in two graduate certificates. This does not affect the certificate proposal itself, but it was noted that this should be made clear to students in CUPA who may be interested in the Real Estate certificate as well.

Revised proposals need to be submitted to OGS by November 9 in order to be submitted for the December FS meeting.

Seltzer and Barton were excused.

After discussion, it was moved (Bluestone) and seconded (McCartney) to approve these three proposals pending receipt of requested revisions (verified by the subcommittee) and letters of recommendation. The motion was approved unanimously.

The meeting was adjourned at 4:02.