As stated in its bylaws, the University Council on Graduate Study is to communicate its decisions to the faculty, students, and administrative officers of the University. If you have comments on the activities as reported here or suggestions for agenda items, please contact Vice Provost Patricia Beeson at 412-624-0790 or via email at beeson@pitt.edu.

**Issues Addressed by UCGS**

**Revised Minimum Score on the New Internet-Based TOEFL exam**

A new, internet-based version of the Test of English as a Foreign Language (TOEFL) exam was launched by the Educational Testing Services (ETS) in fall 2005. UCGS discussed the changes to the test at the end of the 2004-2005 academic year and requested information on minimum scores for admission.

A score of 80 on the iBT is equivalent to that of a 213 on the Computer-based TOEFL (CBT), and 213 was the minimum score for admission with the CBT. Council voted unanimously to set a minimum score of 80 on the iBT for admission provided there is a review of how it is working in two years and that the appeal procedure still remains available to deans.

**Reports Given to UCGS**

**The Revised GRE**

Changes to the Graduate Record Exam were presented to UCGS as discussed at the Council of Graduate Schools Annual Meeting in December 2005. The revised test will be launched in October 2006, with initial scores reported in November 2006. In the verbal section, more emphasis will be placed on critical reading, and the relationship between words will be emphasized more than vocabulary. Multiple choice questions will be removed from the quantitative reasoning section, and it will focus more on skills used in graduate school. Scoring in the verbal and quantitative sections has been revised. These sections will be scored as 110-150 in one point increments. Scoring for the analytical section will use the same 6 point scale in half point increments as before. Council suggested that the changes to the GRE be distributed to graduate secretaries and DGS.

**Update on the Electronic Theses and Dissertations Project**

An update on the progress of the *ad hoc* Electronic Theses and Dissertations (ETD) Steering Committee was presented to UCGS. Among the items reviewed were the latest ETD usage statistics, the number of Pitt ETDs submitted to date, and the latest ETD author survey results. Council also discussed prior publication issues with certain journals and the ETD restriction process. The ETD Steering Committee will continue to monitor these concerns. For information on the latest developments in the ETD Project and to view Pitt’s ETDs, users can visit the ETD Web site at [http://www.pitt.edu/~graduate/etd/](http://www.pitt.edu/~graduate/etd/).
UCGS Committee Activities

The Graduate Procedures Committee, chaired by Louis Pingel, was charged with making recommendations on polices and procedures for joint programs. The committee met once to consider issues surrounding the administration of joint degree programs. Two issues that were identified concerned different procedures for different joint degree programs and the allocation/attribute of tuition. The first issue may be addressed by creating guidelines for joint degree programs while the second issue may be addressed with PeopleSoft. The committee determined that these issues should be addressed in greater depth when new proposals for joint degree programs are received by UCGS.

The Graduate Student Affairs Committee, chaired by Judith Erlen, was charged with reviewing the recent graduate stipend data (including tuition remission, fees, health insurance etc.) and making recommendations to Council on any adjustments they find necessary for graduate recruitment and retention purposes. The committee reviewed data from a Binghamton University survey and a Chronicle of Higher Education survey on graduate student stipends, as well as information on the graduate student stipends at the University of Pittsburgh. The University does not have a differential on stipends across the various schools and departments. Graduate students receive monthly stipends, health benefits, and tuition support; selected University fees are not included in the tuition benefit. The issue that was identified was funding for the Summer Term. Since funding for Summer Term is not available across all schools/departments, it may be an issue when recruiting graduate students. Periodic monitoring of graduate student stipends needs to occur to ascertain how the University of Pittsburgh compares with comparable universities across the country taking into account the cost of living in the area and the benefits package.

The ad hoc Electronic Thesis and Dissertation Steering Committee, chaired by Vice Provost Beeson, continued to provide direction to the ETD Project as it began its second year as a university requirement starting in December of 2004. With advice from the ETD Steering Committee, the ETD Process Group carried through with the implementation and improvement of the project. As reported to UCGS in January 2006, Pitt now has over 945 ETDs that have been accessed over 285,500 times in total.

The ad hoc Doctoral Mentoring Award Committee, chaired by Marianne Novy, was charged with initiating the first year of awarding the Doctoral Mentoring Award, including the review of applications. A formal request for nominations was sent out in Spring 2006, and the committee received over 70 nominations. Four awards were given at a reception held on May 22, 2006. Those who were nominated in 2006 but did not receive an award were given the option to keep their application active for the 2007 award cycle.

Review of Proposals

MPH Program in Public Health Policy and Management
This is a professional education program designed to prepare public health agency staff for managerial and leadership track positions, and to provide a part-time Master’s degree option for other health professionals. One of the three tracks of the proposed MPH program is also intended to provide a foundation for the development of a health policy focused doctoral program.

**Minor in Civil Security and Disaster Management**  
This interdisciplinary minor builds on the existing strengths of GSPIA and will create a visible presence of GSPIA in a very important field. The minor meets the need for such a program in the region, as no similar programs currently exist. The minor will assist in the recruitment of students both nationally and internationally who want to develop these skills. Students from schools other than GSPIA will be able to get the minor.

**Doctor of Nursing Practice (DNP)**  
Approved February 14, 2006. Approved by the Chancellor March 31, 2006.  
The School of Nursing proposed to establish a professional doctorate in nursing (DNP). The current master’s degree for Nurse Practitioners, Nurse Anesthesia, Clinical Nurse Specialist, and Nursing Administration will serve as the basis for and will be contained within this program. The DNP program will prepare advanced practice nurse (APN) students for the highest level of clinical practice and leadership within the profession. The program requires a capstone experience for which students must take a national centralized examination and an internship experience which requires a minimum of 1000 clinical hours. The program was approved with the provision that the School of Nursing submit a more detailed description of how they will evaluate the capstone and internship experiences in the program.

**Major in Human Security**  
The purpose of this major is to expand the opportunities for MPIA and MID students to study issues such as peacekeeping, state-failure and nation-building, human rights, governance and the rule of law, economic security, humanitarian action, the protection of refugees, and peace-building in war-torn societies. Studies of human security are typically concerned with threats that do not involve military action, such as abuse of human rights, global epidemics, forced labor, and malnutrition. They may also include threats arising from civil war or genocide. Students who complete the Human Security major will be uniquely prepared to play a role in policy development to address these threats. The proposal was approved with the provision that GSPIA clarify the number of credits required for the major depending on the student’s degree program (MPIA or MID).

**Dual Degree program in Public Health Genetics (MPH) and Genetic Counseling (MS)**  
The purpose of this dual degree program is to prepare students to combine clinical and public health skills to work in such areas as program development, evaluation, and policy. The MS in genetic counseling is a clinical practice degree in which students are trained to be practicing genetic counselors. The MPH in public health genetics provides students with the basic science of genetics but emphasizes public health training. The dual degree program will train students to
integrate science and policy knowledge to better prepare them for positions in fields such as health care, health policy, and insurance.

Certificate in Public Health Genetics
The purpose of this program is to give public health professionals the core genetics competencies that they need to integrate genetics into any public health discipline. Genetic information is playing a rapidly-increasing role in both the promotion of health and the treatment of disease, and advances in genetics are occurring at a rapid pace. This certificate will make GSPH students more attractive to public and private sector employers and more competitive in the public health job market by training them to incorporate knowledge of how genes, together with the environment and behavior, influence health.

Certificate in Minority Health and Health Disparities Research and Practice
Discussed May 16, 2006. Vote postponed for additional information.
The purpose of this certificate is to provide students with a foundation for eliminating disparities through conducting research in the area of minority health and working in communities where disparities exist. Members of minority groups in the United States die more frequently than their white peers from preventable diseases such as heart disease, obesity, and HIV. This program addresses the systemic underpinnings of health disparities and trains students to design interventions that are appropriate to minority populations. A vote to approve the certificate was postponed so the proposal can be clarified to state that the certificate is not a research program. Council members also requested that the proposal address recruiting students outside of GSPH and making connections to other programs and schools, such as the School of Medicine.

Certificate in LGBT (Lesbian, Gay, Bisexual and Transgender) Health and Wellness
The mission of the LGBT Public Health Certificate track is to offer a public health perspective on social, cultural and individual factors that influence the health and well-being of LGBT communities and to provide students with a comprehensive understanding of the special public health challenges of LGBT populations. LGBT populations face many adverse health disparities, as compared to the populations from which they are drawn, across many different infectious and non-infectious diseases. This training certificate will help give GSPH students the tools that they need to address these health disparities.

Joint MPH-MSW degree program
The purpose of this joint degree is to prepare students in both social work and public health to more accurately intervene in the complex social problems affecting the health and social functioning of all populations. Many practitioners in public health settings are facing major changes and considerable unpredictability in their practice settings. The changes include changes in the health and social service delivery systems, shifting responsibilities, and movement from direct to indirect services. This program will better prepare students to navigate these changes, and it will prepare them for leadership roles in public health, social welfare, and other related organizations and systems. The program was approved with the following provisions: the proposal must consistently refer to the program as a joint degree program; a letter of support must be provided from the Dean of the School of Social Work; and the financial arrangements
for the joint program must be clearly defined, including where the tuition will be paid in different semesters and how that will be enforced.

**Documents Circulated to the University Community**

http://www.pitt.edu/~graduate/ucgsar2004.html

**Regulations Governing Graduate Study at the University of Pittsburgh**, University Council on Graduate Study, University of Pittsburgh.  
http://www.pitt.edu/~graduate/reg.html

http://www.unc.pitt.edu/bulletins/graduate/index.html

**Policy Statement for Teaching Assistants, Teaching Fellows, and Graduate Student Assistants**, Office of the Provost, University of Pittsburgh.  
http://www.pitt.edu/~graduate/tapolicy.html

**Policy Statement for Graduate Student Researchers**, Office of the Provost, University of Pittsburgh.  
http://www.pitt.edu/~graduate/gsr.html

**Elements of Good Academic Advising**, University Council on Graduate Study, University of Pittsburgh.  
http://www.pitt.edu/~graduate/advising.html

https://www.pitt.edu/Graduate/

**Graduate Recruitment City Panorama Brochure (Revised 2005)**, Office of the Provost, University of Pittsburgh.

**Graduate Faculty Membership Roster**, Office of the Provost, University of Pittsburgh. Updated three times a year at http://www.ir.pitt.edu/gradfac/homepg.htm.

**Choosing A Dissertation Advisor**, Office of the Provost, University of Pittsburgh.  
http://www.pitt.edu/~graduate/advisor.html

http://www.pitt.edu/~graduate/etd/format.html

**Thesis and Dissertation Word Templates (Revised 2005)**  
http://training.cssd.pitt.edu/thesisdissertationtemplates.htm
2005-2006 UCGS Standing Committees

Graduate Procedures: Chair, Louis Pingel
Graduate Student Affairs: Chair, Judith Erlen

2005-2006 UCGS Ad hoc Committees

ETD Steering Committee: Chair, Patricia Beeson
Doctoral Mentoring Award: Chair, Marianne Novy

2005-2006 UCGS Members

Patricia Beeson, Office of the Provost/UCGS Chair
Jeffrey Brodsky, Arts and Sciences/Interdisciplinary
Pat Card, Arts and Sciences/Interdisciplinary
Nicole Constable, Arts and Sciences
Judith Erlen, Nursing
Eleanor Feingold, Public Health
Carl Fertman, Education
Robert Gibbs, Pharmacy
Janelle Greenberg, Arts and Sciences/Social Sciences
Desmond John Hillier, Arts and Sciences/At-Large
John Horn, Medicine
Gary Koeske, Social Work
Margaret Mahoney, Law
Malcolm McNeil, Health and Rehabilitation Sciences
David Miller, Public and International Affairs
Marianne Novy, Arts and Sciences/Humanities
Louis Pingel, Education
John Prescott, Katz Graduate School of Business
Jayant Rajgopal, Engineering
Dennis Ranalli, Dental Medicine
Mark Roberts, Medicine
Ann Robertson, Engineering
Stephen Weber, Arts and Sciences/Natural Sciences
Martin Weiss, Information Sciences

Observers:
Barbara Repasi Heron, Associate Registrar
Carrie Sparks, Assistant to the Provost
Michele Colvard, Assistant to the Provost