University Council on Graduate Study  
April 14, 2009 Minutes  
3:00-5:00 p.m.  
817 CL

Attending: Patricia Beeson (Chair), Troy Boone (A&S), Stephen Carr (A&S), Nicole Constable (A&S), Anthony Delitto (Health Rehabilitation), Robert Devaty (A&S), Robert Gibbs (Pharmacy), Amanda Godley (Education), Mary Elizabeth Happ (Nursing), Barbara Repasi Heron (Registrar), Donald Hoffman (Dental), John Horn (Medicine), Daniel Jimenez (Graduate and Professional Student Assembly), Byron Kohut (Graduate and Professional Student Assembly), Margaret Mahoney (Law), Robert Parker (Engineering), Louis Pingel (Education), Sandra Quinn (Public Health), Jayant Rajgopal (Engineering), Stephanie Hoogendoorn (Provost’s Office)

Approval of Minutes  
The minutes of the March 17, 2009 meeting were corrected and approved.

Announcements  
Vice Provost Beeson thanked the Council members who attended the reception honoring the nominees and recipients of the Provost’s Award for Excellence in Mentoring.

Our benefits representative has met with UPMC to discuss the 2009-2010 premiums for graduate students and others with eligible academic appointments to obtain medical and health care insurance. The University is looking at an increase of 5.5% over the current rates. The increase last fiscal year was 3%. The University will pay for the increases for the individual premiums. Students who elect to purchase coverage for an adult and/or dependent(s) will have to purchase coverage at the increased premium.

Program Proposal: Postbaccalaureate Certificate in Community College Administration and Graduate Certificate in Community College Administration from the School of Education  
The purpose of the proposed certificate program is to provide a plan of study that will prepare current community college staff members and accomplished individuals outside the field of higher education to transition into senior level community college administrative positions. The program is designed to address a national need for preparing community college leaders.

Anthony Petrosky, Associate Dean from the School of Education, and Stewart Sutin, Clinical Professor of the Department of Administrative and Policy Studies, attended the meeting to present the proposal and answer questions from Council members.

The general question from Council members was at the level at which the certificate would be aimed. Some members expressed concerns that in places the curriculum seemed to be aimed at a very low level (introduction to community colleges, basics of leadership) while the goals of the program are quite high level. There was a sense that the proposal and program would be strengthened if it was clearer who the target audience is and how their experiences would be shaped by the program to make them more successful community college administrators. Another aspect of the discussion was why a potential administrator should take this course of
study rather than a generic leadership institute.

Council suggested that the following areas within the proposal be clarified:

1) Admissions requirements and expectations regarding experiences typical students will have had prior to enrolling in the program. Are they experienced community college administrators who need to develop leadership skills, or are they individuals who know little about community colleges and therefore need some very basic information. What types, if any, of leadership skills will these applicants already possess or what qualities will they possess that have prepared them to become future leaders. Include the course descriptions for the 3 existing Higher Education Management courses and show how this course of study contributes to the overall goals of the program.

2) The course descriptions for the new community college courses, paying special attention to how the practicum will complement the coursework. Council is curious to learn how these courses will help develop leadership in both current community college staff members and accomplished individuals outside the field of higher education.

3) Identify 3-5 specific student learning outcomes.

4) Revise the budget to correct for the rounding and typographical errors.

5) Correct the typographical error regarding graduates who wish to apply to the Ed.D. program.

Council voted by a majority to review the corrections by email and if needed, request that the presenters return to discuss the revised proposal.

The meeting was adjourned at 4:15 p.m. The next meeting of Council will take place on May 12, 2009.