I. Call to Order

Sukanya Banerjee, Chair, called the meeting to order at 3:05 pm.

Present: Barbara Bales, Sukanya Banerjee, Miren Boehm, Sheila Feay-Shaw, Seyed Hosseini, Gabriel Rei-Doval

Absent: Shelleen Greene, Hamid Ouali, Manu Sobti, Mark Srite

Guests: Brett Peters, Susan McRoy, Betty Warras, Ron Perez, College of Engineering and Applied Science; Tracey Heatherington, Vicky Everson, Cindy Marifke, Graduate School

II. Approval of Minutes from the March 2, 2015 meeting

Barbara Bales moved to approve the minutes. Sheila Feay-Shaw seconded the motion. Motion passed.

III. Engineering MS, PhD and Computer Science MS Program Review Report

Seyed Hosseini stated there are two factual errors in the report. The first is on page six of the report, item C, with the sentence, “There seemed to be a polarization within the department between research active and inactive faculty.” He stated there are no inactive research faculty members. As shown in the self-study, every faculty member is publishing. Seyed Hosseini also stated that he hasn’t seen any polarization within the Computer Science Faculty.

Sukanya Banerjee replied that the external reviewer’s report couldn’t be changed, but a factual correction will be noted in the program review report.

The second factual error within the report, according to Seyed Hosseini, is on page 14, item 3, with the sentence, “But other smaller departments like EE/Computer Science and Materials Science and Engineering need specific attention...” He stated that the Electrical Engineering and Computer Science departments are not small. He thought the “EE/Computer Science” phrase should be replaced with “IME – Industrial Manufacturing Engineering.”

Sukanya Banerjee replied that since this item is in the internal reviewer’s report, the correction will be made.
Sheila Feay-Shaw moved to approve the Engineering MS, PhD and Computer Science MS Program Review Report, as amended with the comments that were discussed. Barbara Bales seconded the motion. Motion passed.

IV. Discussion of Program Review Process

Sukanya Banerjee reported that Dean Marija Gajdardziska-Josifovska presented the updated program review process to the Deans. The Deans questioned what would happen if the rating from the external reviewers is different from the accreditation team’s rating.

Barbara Bales commented that the accreditation report should be accepted by the GPR. An external review shouldn’t be needed. She said programs in the School of Education are reviewed by the State of Wisconsin and by an accreditation team. Requiring an external review by the GPR results in duplication of effort by the faculty.

Sukanya Banerjee stated that GFC 951 requires an external review. Tracey Heatherington added that the accreditation process may be different from program to program and may not include the elements required by the GPR. The review is an opportunity to engage external voices and make recommendations.

Seyed Hosseini agreed that the accreditation process is very important and it should be accepted in place of the GPR requirements.

Vicky Everson remarked that the accreditation report could be used as the external reviewers’ report and any missing information (according to GFC 951) could be added.

Sukanya Banerjee asked the committee if GFC 951 should be changed. The committee agreed that next year (2015-16) it should examine whether the accreditation report could replace the external review process for program reviews. As a result, the question of what would happen if the program review rating from the external reviewers is different from the accreditation team’s rating can’t be answered at this time.

In addition, Sukanya Banerjee asked the GPR to look at the rating categories of the Graduate Program Review Process Update. The third category, C. Provisional Status, includes a stipulation that the program would be asked to suspend admissions for 1 to 2 years.

Seyed Hosseini noted that new programs are often given provisional status. In his opinion, a different word should be used.

Miren Boehm replied that “Critical Status” could be used in place of Provisional Status. She believes that programs shouldn’t immediately suspend admissions. Programs with issues should be given a year to show just cause to continue. They would have to convince the GPR they can overcome the difficulties they are having. A plan/report would have to be prepared that addresses their issues and their plans for rectifying them. If the issues aren’t addressed and fixed after a year, then the program would go into a 1 to 2 year period of suspended admissions.

The committee agreed that the third category, C. Provisional Status, should be changed to:
C. Critical Status: Due to significant issues identified during the review process, the program will develop a plan for rectifying the issues over a one year period. Failure to rectify the issues will result in a suspension of admissions for 1 to 2 years. During this period, the program will be the subject of an extended internal review involving senior administrators (selected by Provost and Dean of Graduate School). To reinstate admission, the program needs to show credible progress in rectification of essential issues. Two and five year internal reviews will be conducted.

V. Election of New Chair for 2015 - 2016

The members eligible for election are: Barbara Bales, Seyed Hosseini, Hamid Ouali, and Mirem Boehm (the Chair must be a member of the GPR and GFC). Barbara Bales, Seyed Hosseini and Mirem Boehm withdrew their names from consideration. Hamid Ouali was not in attendance.

Tracey Heatherington stated that Hamid Ouali could be nominated as Chair, but he would have to be elected in the next meeting. Hamid Ouali could also be elected in absentia, but he would have to agree to be the GPR Chair.

The committee agreed to postpone the election of a new chair for 2015 - 2016 until the Fall.


Cindy Marifke informed the committee that the Biomedical Sciences MS program sent their response to the external reviewer’s report. The internal review team will have their report ready in June.

The external consultants for the Information Studies PhD program review will be reminded to submit their report as soon as possible.

It was noted that some program reviews that were postponed to next year will need to have their internal review team members reassigned. For example, the Human Resources and Labor Relations (MHRLR) program will need to replace Miren Boehm because she will be on sabbatical in Fall 2015 and Mark Srite because his term is ending.

VII. Announcements

Sukanya Banerjee and Tracey Heatherington thanked all of the committee members for their service.

VIII. Adjourn

The meeting adjourned at 4:27 pm.

Respectfully submitted,

Cindy Marifke, Graduate School