

Graduate Council Minutes

Friday, January 24, 2020

Attendance: Gordon Brooks, Geoff Dabelko, Charlotte Elster, Andrew Fodor, Arthur Hughes, Janet Hulm, Wojciech Jadwisienczak, Paul Jones, David Koonce, Sally Marinellie, Brian McCarthy, Greg Newton, Eric Nichols, Shawn Ostermann, Ann Paulins, Beth Quitslund, Erik Ramsey, Carol Schaumleffel, Joe Shields, Jennifer Smith, Katie Tadlock, Dareen Tadros, and Lijing Yang

Excused: Andrea Frohne, Pete Harrington, Alex Hibbitt, Jacob Kemp, Joseph Lee, Patrick O'Connor, Andy Ray, and Assan Sarr

Convened: The meeting was convened at 3:00 pm.

1. Approval of the minutes for the December 13, 2019 meeting

Action:

Minutes approved

2. Chair's Report: Gordon Brooks

No report

3. Graduate Student Senate Report: Dareen Tadros

Dareen updated the council on their networking event, discussions about with the president about a general fee buy down, and three research awards.

4. Remarks by Dean of the Graduate College: Joe Shields

Joe announced registration for Expo is now open. Space is limited, so students should sign up early.

In addition, Joe asked council members to encourage graduate students to participate in the Three Minute Thesis (3MT) competition and register for the Women in Graduate School Day Conference. Both events are quickly approaching.

5. Remarks by Associate Dean of the Graduate College: David Koonce

David updated Graduate Council on applications. Immediately following winter break, applications were down by 5%. The Graduate College discovered CAS applications were not recorded yet. Now, these applications are coming in and applications numbers are now in line with last year.

David shared current enrollment numbers. Currently 5,200 graduate students are registered. This number may change slightly in coming days. The final fall term count was 5,456 graduate students registered. Online & Dublin log in at 3,171; the remaining 2,285 are Athens-based graduate students. The Athens-based graduate student count is down 19% over a 10-year period. The trend reflects an

approximate 40-student/year loss for Athens-based programs. This may be the result of many dynamics including fewer research scholarships and a lower demand for TAs.

As of spring semester, online GSO module is now mandatory.

David shared a new wrinkle with the master in cardiovascular profusion program. The state asked for credentials of those faculty members teaching. To address this concern, David suggested using the Patton College's process as an example for the cardiovascular profusion program.

David asked Beth Quitslund to give an update about the curricular practice survey.

Beth informed the council about her collection of these practices and reminded everyone of the January 31st submission deadline. Beth invited anyone with questions to contact her.

David recently had a conversation with the College of Business about admitting students with 3-yr. bachelor's degrees. In one case, an applicant with a 3-year degree and significant/extensive professional experience applied for admission. Ohio University's past practice has been to deny admission to anyone without a 4-yr. bachelor's degree, however, David recently discovered many other Ohio institutions are considering these students for admission. David shared a possible solution and asked Graduate Council for their thoughts. The possible solution could be Ohio University admits the applicant into a stand-alone certificate program. After the applicant meets defined requirements of the certificate, then this student can be admitted into the degree program. David acknowledged this approach may impact international students and David will talk with International Student and Faculty Services. Does this approach seem like a reasonable pathway?

Council comments included the following:

- What is the definition of significant experience?
- Could a portfolio earn credit?
- Will this be a competence-based assessment?

Graduate Council acknowledged two issues:

- What is the approach for the future?
- What is the approach for this applicant?

Graduate Council members supported the idea of a certificate bridge. Completion of 2 -3 courses toward a certificate before admission to a degree program may help the university retain competitive applicants who have been lost to other institutions in the past.

Graduate Council is supportive of this pathway.

6. Remarks by Assistant Dean of the Graduate College: Katie Tadlock

No report

7. Curriculum Committee

- a. Program Code: MSXX06, Program Name: Translational Biomedical Science, Department: Graduate College

Council comments

No concerns

- b. Program Code: CTX98G, Program Name: Business Analytics Leadership Certificate, Department: Management

Council comments

No concerns

- c. Program Code: MPXX01, Program Name: Master of Science in Project Management, Department: Engineering and Technology Management

Council comments

No concerns

- d. Program Code: NDXX02, Program Name: Athletic Training Residency, Department: Applied Health Sciences and Wellness

Council comments

Going to be reworked as a certificate

Once posted for program's committee, Gordon will let council know when it is posted

- e. *Recommendations for reviews*

In terms of process, Graduate Council recommends establishing specific deadlines for all responsible for review and comment.

8. Program Review Committee

- a. Industrial and Systems Engineering

Committee's recommendation

The committee sees program as viable and committee has no concerns.

Action

The council has no concerns.

- b. School of Nursing

Committee's recommendation

The committee sees program as viable and committee has no concerns.

Action

The council has no concerns.

- c. MPA

Committee's recommendation

The committee sees program as viable and committee has no concerns.

Action

The council has no concerns.

- d. *Recommendations for reviews*

Graduate Council recommends establishing specific deadlines for all responsible for review

and comment. In addition, the council recommends making a clear distinction between undergraduate vs. graduate programs.

9. Graduate Student Affairs and Fellowships Committee

- a. MAGS Teaching Award – Ohio University nominee was selected, and the nomination packet was submitted.
- b. Named Fellows deadline is approaching. It is Friday, February 7, 2020, 5 P.M.
- c. Presidential Graduate Student Medals deadline is approaching. It is Friday, February 21, 2020, 5 P.M.

10. Policies and Regulations Committee

- a. Continuous Enrollment Policy (see Appendix A)

Council Comments

Council suggested the following revision.

The last paragraph should read:

Once reinstated, the student must enroll in at least ½ credit hour for each semester of missed enrollment up to 2 semester hours in addition to the enrollment for the current semester. The student will be responsible for paying past tuition and fees, along with any penalties or late fees. Reinstated students must maintain continuous enrollment in current and any future semesters.

- b. Leave of Absence Policy (see Greg’s handout)

Council comments

Some expressed concern about the process and who is responsible for adding ½ hour to the student’s schedule.

Members expresses concern about how health insurance effects this policy.

- c. *Comments for both policies*

Members asked when this policy would take effect. The intent is the policy would take effect in the Fall 2020. This policy would apply to all doctoral and MFA programs.

- d. *Council members offered the following comments about the process:*

Members suggested these hours not be dissertation hours.

Members suggested a continuous enrollment course housed centrally, perhaps in the Graduate College.

Members asked how will the university identify the actual number of “ghost students”, if all students are enrolled in this same category?

The council agreed, while keeping these comments in mind, David Koonce and Beth Quitslund can move forward on recommending a process and working with the Office of the Registrar to implement said process.

- e. *Council Action*

Both polices were approved with one abstention

11. Recruitment and Admission Requirements Committee

Conflict of Interest Cases

1. First group

- Joseph Cornell – Additional information was submitted. After review of the supplemental materials, the committee agrees the mitigation plan addresses concerns and is sound. Approved

with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.

- Mary Katherine Kennedy – Additional information was submitted. After review of the supplemental materials, the committee agrees the mitigation plan addresses concerns and is sound. Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Taylor Tackett – Additional information was submitted. After review of the supplemental materials, the committee agrees the mitigation plan addresses concerns and is sound. Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.

The committee recommends moving forward to formally admitting the above group to their degree programs.

2. Second group

- Clara Bone – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Diane Cahill – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Abby Conder – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Heidi Cottrill – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- James Engler – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Mark Ferguson – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Cara Haughey – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Meagan Johnson – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Margaret Kennedy – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Carol Null – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.
- Ariel Tarosky – Approved with the expectation that he/she does not work with faculty from his/her academic program. If position changes, this decision could be rescinded.

The committee recommends moving forward to formally admitting the above group to their degree programs.

3. *Action*

Graduate Council approves the committee's recommendations with both above mentioned groups.

12. Old Business

Nothing to report

13. New Business

If students are travelling to China, please advise they consult Global Affairs and Student Affairs. If faculty or staff members travelled to China, please consult with appropriate units on campus.

The meeting was adjourned at 4:54 pm.

Appendix A

CE Policy—January 2020 DRAFT

All doctoral and MFA students must enroll for credit-bearing courses at least two semesters of each academic year from the time they first enroll in their degree program through the duration of their program unless on an approved leave of absence. Students on leave of absence are understood not to be using university resources, including faculty advising, or actively working on degree requirements. Degree requirements and incomplete/PR courses may not be completed during a leave of absence.

Summer registration for credit is required for graduate students when degree components, or courses with previous Incomplete or PR grades, are completed in that semester. Degree components include comprehensive exams, dissertation or thesis defense, completion of a non-dissertation capstone project, and graduation. Students completing the TAD process “early for” the next semester must be enrolled for credit during the semester that the thesis or dissertation is filed.

Doctoral and MFA students who have completed their coursework may enroll at a minimum in a half-credit CE course to meet continuous enrollment requirements. Half-credit CE courses count as full-time student status. Any other credit-bearing graduate registration at OHIO also fulfills continuous enrollment requirements.

Students in programs that require professional internships after *all* other degree requirements are completed may enroll in a 0 credit-hour internship course to fulfill continuous enrollment requirements.

Any student who fails to enroll for more than one semester will be moved to inactive status and must apply for **re-enrollment** to their program if they wish to continue in the program. The re-enrollment process can be found in the Graduate Catalog and the appropriate form is on the Registrar’s website (<https://www.ohio.edu/registrar/forms.cfm>). Return to active status requires approval from both the program and Graduate College. At the discretion of the program, the student may be required to meet current catalog requirements at the time of re-enrollment.

Once reinstated, the student must retroactively enroll in at least ½ credit hour in each semester of missed enrollment up to a maximum of 4 semesters. The student will be responsible for paying past tuition and fees, along with any penalties or late fees. Reinstated students must maintain continuous enrollment in current and any future semesters.

Appendix B

Leave of Absence Policy (Graduate Catalog)—amendments related to Continuous Enrollment policy proposal to allow students to request a “no questions” leave

Students enrolled in a degree program who do not expect to make progress toward their degree for a period of time may request a leave of absence from a degree program for up to one year. Students on an approved leave of absence are understood to not be actively working on any degree components, and may not make use of university resources and services or engage in significant consultation with the faculty.

To request a leave of absence, a student shall submit to the departmental graduate chair or director of graduate studies a written request stating the expected duration of the leave. All foreseeable leaves of absence must be requested prior to leaving the campus. Each program or department will establish a process for reviewing and approving leaves of absence requests. Departments should also have in place a plan to address any incompletes at the time leave is undertaken. Approved leaves will be documented for the student in writing, with a copy forwarded to the college office and the Graduate College for recording in the student’s file.

It is the responsibility of the student to resolve all issues pertaining to financial support, federal financial aid, and any outstanding debt to the University prior to a leave of absence. Prior to the completion of the leave of absence, the student must notify the departmental graduate chair or director of graduate studies so that the reentry process can be initiated.

A leave of absence does not automatically extend the time limit for completion of a degree. For limits and extension procedures, see the degree time limit for master’s and doctoral degrees in the [Degree Requirements](#) section of this catalog.

A student who does not return and register in the degree program at the conclusion of an approved leave of absence is considered dropped from the program.

International students in F-1 or J-1 nonimmigrant status must also obtain authorization from International Student and Faculty Services prior to the initiation of a leave of absence and before returning to campus to ensure compliance with current SEVIS regulations and visa restrictions.

Requesting a leave of absence will ensure that your academic program is aware of your plans. It also provides confirmation for third parties of your status as a student on an approved leave.