

# Graduate Council Minutes

March 6, 2020

**Attendance:** Gordon Brooks, Charlotte Elster, Pete Harrington, Alex Hibbitt, Janet Hulm, Wojciech Jadwisienczak, Paul Jones, Sally Marinellie (proxy Kathy Spicer), Brian McCarthy, Greg Newton, Eric Nichols, Patrick O'Connor, Shawn Ostermann, Beth Quitslund, Andy Ray, Assan Sarr, Carol Schaumleffel, Dareen Tadros, and Lijing Yang

**Excused:** Geoff Dabelko, Andrew Fodor, Andrea Frohne, Arthur Hughes, Jacob Kemp, David Koonce, Joseph Lee, Ann Paulins, Erik Ramsey, Joe Shields, Jennifer Smith, and Katie Tadlock

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

1. Approval of the minutes for the January and February meetings.  
Action: Minutes approved after striking January meeting minutes approved during February meeting. February meeting did not have quorum, so January minutes could not be approved until the March meeting.
2. Chair's Report: Gordon Brooks  
Gordon will reach out to Global Affairs for the April meeting.
3. Graduate Student Senate Report: Dareen Tadros  
GSS continues its work on student health insurance which projects a 10% increase for next year. GSS is concerned with this estimated increase and continues to work with others to explore options. GSS announced that Graduate Appreciation Week will be held in the second week of April. Dareen Tadros will email details and funding requests.  
GSS planned to attend the DC Summit, however, considering the current global health concerns, GSS will decide soon about whether they will attend.
4. Remarks by Assistant Dean of the Graduate College: Katie Tadlock
  - a. TAD Deadlines – In Katie's absence, Becky distributed proposed TAD deadlines for 2020-21 (see Appendix A). This will be discussed at the April meeting.
5. Program Review Committee
  - a. Educational Studies Program Review  
Comments – The committee found this program viable but made the following observations.  
Faculty workload is concerning. Because of losing staff, faculty members have picked up these responsibilities.  
Program does not seem to have proper assessment process in place. In addition to needing an assessment process, the program needs to include learning outcomes.  
IT/Online classroom is not working as it should and needs improvement.  
There are concerns about enrollment numbers and may need better recruitment strategies.  
Stipends seem very low.  
Action – The council found the program viable. However, the council has concerns about the assessment and learning outcomes process in the program.
6. Curriculum Committee  
The following programs were presented to the council for review/discussion. None of these program changes are major.

- a. ME6506 <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=104901>  
Action – The council has no concerns.
  - b. CTPIND <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=112458>  
Action – The council has no concerns.
  - c. MA5291 <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=105020>  
Action – The council has no concerns.
  - d. MAXX11 <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=115841>  
Action – The council has no concerns.
  - e. MS8135 <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=105209>  
Action – The council has no concerns.
  - f. MH8157 <https://webapps-legacy.ohio.edu/ocean/document/view.htm?docId=105155>  
Action – The council has no concerns.
7. Graduate Student Affairs and Fellowships Committee
- a. Named Fellowships  
The committee met and sent their recommendations on to Graduate College.  
The council approved the recommendations of the committee. The named fellowships are contingent on funding and an announcement of the recipients will occur after funding decisions are clearer.
  - b. Presidential Graduate Student Medals  
The committee will work on the Presidential Graduate Student Medal recommendations after spring break.
8. Policies and Regulations Committee
- a. Regarding OHIO University guidance on Teaching Assistant (TA) conflict of interest, the committee needs to conduct more research. Currently, a clause about TA conflict of interest is in the faculty handbook, but the comments are vague and may need more clarity.  
Council comments included:  
This committee may need to examine OHIO University and other institutions approaches to online TA training and best practices.  
The council members are interested in preparing the TAs before they go into the classroom, lab, studios. Professional ethics training may be an idea. Should this be a training, a policy, best practices, or something else?  
Maybe the Graduate College house could serve as a clearinghouse of the best practices.
9. Recruitment and Admission Requirements Committee
- a. Conflict of Interest -  
The council recommends that Carrie Love is admitted provisionally in non-degree status. This will allow her to register for class. The council stipulates that Carrie not enroll in classes with faculty members who she serves on grants as a co-principle-investigator.
10. Old Business  
Nothing to report
11. New Business  
Nothing to report

The meeting was adjourned at 3:48 pm.

# Appendix A

## Thesis and Dissertation Deadlines Academic Year 2020-2021

**All deadlines are firm and apply to all written theses and dissertations for all colleges.** Colleges, schools, and departments may have earlier and/or additional deadlines. Students need to confirm with their department/college that they have fulfilled all other graduation requirements.

- **All students must be registered for a minimum of 1 credit hour in the current term to receive services.**
- Students are encouraged to obtain a **Pre-Defense Format Review** and are required to meet the Post-Defense Format Review Deadline by emailing the content-final, advisor-approved document in Word format to [tad@ohio.edu](mailto:tad@ohio.edu). Students working in LaTeX may submit a PDF.

Semester	Year	Graduation Application Deadline	Oral Defense <sup>1,2</sup>	Post-defense Format Review Deadline	Final Clearance Deadline: TAD Process Complete
Fall Dissertation	2020	Mon, September 28, 2020	Fri, October 23, 2020	Fri, October 30, 2020 at 3 P.M.	Fri, November 13, 2020 at 3 P.M.
Fall Thesis	2020		Fri, November 13, 2020	Fri, November 20, 2020 at 3 P.M.	Fri, December 4, 2020 at 3 P.M.
Early for Spring <sup>3</sup>	2021	Mon, February 15, 2021	Fri, December 18, 2020	Mon, January 4, 2021 at 12 Noon*	Mon, January 11, 2021 at 12 Noon
Spring Dissertation	2021		Fri, March 12, 2021**	Fri, March 19, 2021 at 3 P.M.	Fri, April 2, 2021 at 3 P.M.
Spring Thesis	2021		Fri, April 2, 2021	Fri, April 9, 2021 at 3 P.M.	Fri, April 23, 2021 at 3 P.M.
Early for Summer <sup>3</sup>	2021	Mon, July 12, 2021	Fri, April 23, 2021	Fri, April 30, 2021 at 12 Noon	Fri, May 7, 2021 at 12 Noon
Summer	2021		Fri, July 23, 2021	Fri, July 30, 2021 at 3 P.M.	Fri, August 13, 2021 at 3 P.M.
Early for Fall <sup>3</sup>	2021	To be determined.	Fri, August 6, 2021	Fri, August 13, 2021 at 12 Noon	Fri, August 20, 2021 at 12 Noon
<b>All deadlines are firm. Exceptions cannot be granted by TAD Services.</b>		<b>These deadlines are set by the registrar's office.</b>	<b>If you defend after this deadline, you will not graduate in your intended term.</b>	<b>The document's content must be final. Only formatting changes allowed after this date.</b>	<b>Students must meet the "Format Review Deadline" to qualify for this deadline. All steps in the TAD Process must be complete by this deadline.</b>

<sup>1</sup>**Patton College of Education students:** An electronic copy of your document (following post-defense edits) must be submitted by your Committee Chair to The Patton College no less than two weeks before the Final Clearance Deadline. For this reason, please schedule your oral defense accordingly.

<sup>2</sup>**College of Health Sciences and Professions students:** Your document must be sent to Dr. Sally Marinellie ([marinels@ohio.edu](mailto:marinels@ohio.edu)) for document edits and College approval no less than two weeks before the Post-Defense Format Review Deadline. For this reason, please schedule your oral defense at least two weeks earlier than the date shown in the table above.

<sup>3</sup>**Early Filing:** Deadlines cannot be moved. If you miss any deadline for your intended semester of graduation, you may avoid paying tuition and fees in the following semester if you meet the following requirements:

- You have no Visa restriction requiring you to be registered in the semester you graduate. (You can call International Student and Faculty Services at 740-593-4330 to confirm your eligibility.)
- You have no obligations to your home college (all coursework complete, all requirements met).
- You meet all posted "Early" deadlines.

\*\* Please Note: University Offices are closed from December 25, 2020 through January 1, 2021 and will re-open January 4, 2021.

\*\* Please Note: This deadline falls during spring break, please plan accordingly.