

Graduate Council Minutes

Friday, November 5, 2021

Attendance: Gordon Brooks, Geoff Dabelko, Howard Dewald, Charlotte Elster, Andrew Fodor, Dakota Fox, Ann Frymier, Joseph Gbandi, Allyson Hallman-Thrasher, Peter Harrington, Janet Hulm, Lesli Johnson, David Koonce, Neil Littell, Sally Marinellie, Greg Newton, David Nguyen, Kimberlee Orben, Beth Quitslund, Andy Ray, Assan Sarr, Joe Shields, Katie Tadlock, Morgan Vis-Chiasson, Kelley Walton, Jessica Wingett, and Joseph Ziorklui

Excused: Deb Benton, Melissa Bowlby, David Brown, Andrea Frohne, Daniela Grijalva, Arthur Hughes, and Carol Schaumleffel

Convened: The meeting convened at 3:01 pm.

1. Approval of the minutes for the October 8, 2021 meeting
Council Action: Approved
2. Chair's Report: Gordon Brooks
Gordon would like to move to in person meetings for the spring. Becky will investigate locations.
3. Graduate Student Senate (GSS) Report: Joseph Elikem Kofi Ziorklui
GSS is encouraging people to complete the Diversity & Inclusion survey
GSS has concern over a recent sexual assault and is working with transportation and parking services to explore safety measures.
4. Remarks by Interim Associate Dean of the Graduate College: Beth Quitslund
Beth announced the selection of a new Individual Interdisciplinary Program (IIP) director. Krisanna Machtmes will be serving in this role.

Beth offered an update on graduate student writing support. The application tutoring track is not working for graduate students, so graduate students seeking tutoring assistance should email gwrc@ohio.edu for an appointment. Be aware, there is a backlog, however. It may take a little time to get an appointment.

Beth asked that council members encourage their graduate students to participate in the following events:
 - [Ohio University Three Minute Thesis competition](#) and
 - [Thesis/Dissertation Boot Camp](#)
Beth announced that the Graduate College is looking to do something different with the funds that have been used previously for the Named Fellowships. The hope is to reach more graduate students with these funds.
5. Remarks by Assistant Dean of the Graduate College: Katie Tadlock
Katie updated the council on Slate. The degree seeking application is open now. The non-degree application is opening November 10.

Katie reminded the council of Fall commencement scheduled for December 11,

2021. In an effort to de-densify, there will not be a processional and students will need to go directly to their seats. Seats will be reserved for doctoral students. Graduate students will check in at Grosvenor Hall.

Katie has asked the Recruitment and Requirements Committee to review and consider changing the data needed for the Educator Workshops. This is to ensure that applicants have a teaching license.

6. Committee Updates

a. Bridge/Curriculum Committees: Gordon Brooks

i. NDAXX5 Health Administration
(INFORMATIONAL: New AGP)
Council Action: No questions or comments

ii. PH4104 Clinical Psychology
(EXPEDITED: removing the 3rd statistics course but no overall change in hours as doctoral students will choose another course)
Council Action: No questions or comments

iii. CTX38G Aging Services
(moved to UCC)
Council Action: This program is not moving to UCC and is on hold for further review.

iv. MZ4224 Master of Financial Economics
(INTENTION TO CLOSE PROGRAM: College of Arts & Sciences approves this proposal. This is a one-year program so students admitted this year have been informed.)
Council Action: The council expressed concern about students finishing and there needs to be additional consideration for students about a teach out plan.

b. Program Review Committee: Charlotte Elster
Nothing to report

c. Graduate Student Affairs and Fellowships Committee: Pete Harrington
Pete shared the following:

i. MAGS/ProQuest Master's Thesis Awards
The Graduate Student Affairs and Fellowships Committee selected Neil Hamrick as the OHIO nominee for this award. The nominee's materials have been submitted to MAGS for consideration.

ii. MAGS Excellence in Teaching Awards
Deadline: Monday, January 10, 2022, by 5 PM EST

d. Policies and Regulations Committee: Greg Newton

Standards of Work, see Appendix A

The Policies and Regulations Committee recommended a language change to the **Standards of Work** document and presented this proposed change

to the council for consideration.

Council Action: Council approved the language change for Standards of Work.

Continuous Enrollment Policy, see Appendix B

The Policies and Regulations Committee recommended a language change to the **Continuous Enrollment Policy** and presented this proposed change to the council for consideration.

Council Action: Council approved the language change for the Continuous Enrollment Policy.

Leave of Absence Policy, see Appendix C

The Policies and Regulations Committee recommended a language change of the **Leave of Absence Policy** and presented this proposed change to the council for consideration.

Council Action: Council approved the language change for the Leave of Absence Policy.

e. Recruitment and Admission Requirements Committee: Andy Fodor

Audra Anjum - The committee recommends admitting this applicant.
Council Action: Council approved the recommendation as presented.

Kenneth DeLong - The committee recommends admitting this applicant.
Council Action: Council approved the recommendation as presented.

Kimberly Hoover - The committee recommends admitting this applicant with provisions.
Council Action: Council approved the recommendation as presented.

Michael Kennedy - The committee recommends admitting this applicant with provisions.
Council Action: Council approved the recommendation as presented.

Jennifer Romero - The committee recommends admitting this applicant.
Council Action: Council approved the recommendations as presented.

7. Old Business
Nothing to report

8. New Business
Nothing to report

The meeting was adjourned at 5:06 pm.

Appendix A

Standards of Work

Amended November 2021

Currently, no credential may be awarded if the cumulative GPA is lower than 3.0. However, there is no requirement that the program coursework have a GPA of at least 3.0. Most programs do so specify, but we have identified several examples where degrees were conferred because work completed prior to admission to a new program was high enough to keep the cumulative GPA at 3.0, even when program coursework was less than is below 3.0 at graduation. This can also come up with certificates.

Graduate cumulative grade point average (GPA) includes all graduate courses taken at Ohio University. Conferral of a graduate degree or certificate requires a GPA of 3.0 for courses used to satisfy the degree or certificate requirements, as well as an overall cumulative graduate GPA of at least a 3.0.

- GPA cannot be “rounded up” to achieve a 3.0.
- No course with a grade below C (2.0) may be used to satisfy any graduate degree or certificate requirement.
- Retaking a graduate-level course does not remove or replace a grade from a prior attempt.

Appendix B

Continuous Enrollment Policy

Approved January 2020; amended October 2021; amended November 2021

All PhD, EdD, 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 for each semester of missed enrollment up to a maximum of 2 semesters, in the first semester of reenrollment. Thus, a returning student would need to enroll for up to 1.5 credit hours in their first semester back (0.5 for the current semester and 1.0 for the 2 retroactive terms). The student is 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. Failure to maintain continuous enrollment after being reinstated will result in the student being dropped from the program, and will require a student to apply for re-admission (and pay the retroactive tuition and fees) if they wish to return.

Appendix C

Leave of Absence Policy (Graduate Catalog)

Amended November 2021

Students enrolled in a degree program who do not expect to make progress toward their degree for a period of time must notify their program that they intend to take a leave of absence for up to one year. Leaves of absence may have more restrictive guidelines in some programs; consult your school or college document. Students on a declared 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 declare 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. Leaves of absence must be declared prior to the start of the effective term of the leave. Departments should have in place a plan to address any incompletes at the time leave is undertaken. Official 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. Consult your program for possible extensions of internal milestones or other requirements.

A student who does not return and register in the degree program at the conclusion of an approved leave of absence is considered inactive in the program and must then apply for re-enrollment as well complete any retroactive enrollment required under the Continuous Enrollment policy in order to return.

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.

Declaration of 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.