

Graduate Council Minutes

Friday, February 8, 2019

Attendance: Gordon Brooks, Spencer Cappelli, Terry Cluse-Tolar, Geoff Dabelko, Charlotte Elster, Andrew Fodor, Pete Harrington, Chris Hayes, Janet Hulm, Wojciech Jadwisienczak, Paul Jones, Brian McCarthy, John McCarthy, Chris Moberg, Maria Modayil, Munir Nazzal, Greg Newton, Shawn Ostermann, Ann Paulins, Beth Quitslund, Jennifer Smith, Scott Smith, Katie Tadlock, Charlotte Yang, and Lijing Yang

Excused: LJ Edmonds, Alexandra Hibbitt, David Koonce, Joseph Lee, Erik Ramsey, Andy Ray, and Jessica Wingett

Convened: The meeting was convened at 3:03 pm.

1. Approval of the minutes of the January 18, 2019 meeting

Action: Approved

2. Chair's Report: Gordon Brooks

Ad hoc meetings scheduled in the next few weeks

Clarified two (2) meeting rule - If we have concerns, we need to provide any feedback according to the two (2) meeting rule before UCC votes

3. Graduate Student Senate (GSS) Announcements: Maria Modayil

- GSS offers monthly GradConnect events. There was on yesterday (February 7, 2019) and 95 people attended.
- GSS is working with OII on including graduate students in the textbook initiative.
- Applications/Nominations are still being taken for the Presidential Graduate Student Medals – please encourage participation

4. Remarks by Interim Associate Dean of the Graduate College: Beth Quitslund

Updates

- a. The Graduate College is working on a draft agreement between Ohio University and the Higher Education Commission (HEC) of Pakistan. This agreement would bring in Ph.D. students nominated by HEC across a variety of disciplines, with stipend support from the Pakistani government and tuition waivers provided by the academic units.
- b. Beth announced that the catalog templates for programs will go out on Monday, Feb. 11, 2019. The templates will offer more consistency in what the Graduate College receives.
- c. Beth updated Graduate Council on the proposal clarifying retake language in the Graduate Catalog submitted to the Educational Policy & Student Affairs (EPSA) committee. EPSA members had some concerns about why graduate students cannot retake classes. Beth provided proposed changes (see **Appendix A**) to Graduate Council.

Action: Graduate Council approved redrafted proposal and it will go back to EPSA committee for review.

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

- a. Katie announced that Legal Affairs wants to require Graduate Student Orientation. Up to this point, there is no policy requiring participation in orientation by graduate students. Katie mentioned that the Office of Instructional Innovation (OII) offers orientation to online students. To better understand the content of this orientation, the Graduate College will be meeting with OII. Katie mentioned that the Graduate College is considering some online components to the annual GSO hosted by the Graduate College. This shift may allow assessment of attendance. In addition, offering online elements could be viewed anytime, anywhere. Graduate students could return to content, if inclined, and those students starting mid-year could more easily access the material.
- b. Katie introduced a change in the policy regarding doctoral escorts at commencement (see **Appendix B**). The current policy limits doctoral candidates to one escort during commencement. The proposal changes the current policy to doctoral student having two (2) escorts, if two (2) faculty members are listed as co-chairs on the dissertation title page. Doctoral students would need to contact the Graduate College to make this request. Council members asked to change “may” to “can” in the last sentence of the proposed revision. The council suggested requests be in writing.
Action: Graduate Council supports this change.

6. Curriculum Committee

- a. Program Proposal Reviews
 - i. Document up for UCC – Second Reading
 - 1. CTX49G – Graduate Certificate in Project Management
Note – This is the first graduate coursework offered in this program. The PhDs in this program are 50% engineering and 50 % Higher Education, so this may be a challenge if they intend to offer additional coursework.
Action: Inform UCC of this concern.
 - ii. Documents up for UCC – First Reading –
Action: Please review for these for next time.
 - 1. CTFING – Finance Certificate,
 - 2. CTGISA – Geospatial Information Science: Geospatial Analysis and Programming Certificate,
 - 3. CTGISC – Geospatial Information Science: GIS & Cartography Certificate,
 - 4. CTX81G, Music Leadership Graduate Stackable Certificate
 - 5. CTX87G –Arts Administration Graduate Stackable Certificate, and
 - 6. MIXX01 – Master of Integrated Health Studies
 - 7. Please review these for next time.
- b. Chris Hayes introduced the certificate completion and stackable certificate policy recommendations. This version includes changes to time limits changed and catalog language.
Council amended the motion to include potential for readmission.
Action: Amended motion was approved (see **Appendix C**).

7. Program Review Committee: Charlotte Elster
Charlotte Elster will get information from UCC. The committee review these documents then bring to Graduate Council.
8. Graduate Student Affairs and Fellowships Committee: Pete Harrington
Named Fellowship nominations due today.
9. Policies and Regulations Committee: Greg Newton
Greg turned the discussion over to Shawn Ostermann who outlined his findings about GRS and state subsidy. The state subsidy is much smaller for enrollment than the completion of a degree. It does depend on coursework only vs. coursework & research. For those colleges that have requirements of 15 hours or more per term, there is no difference in the subsidy received. For colleges with fewer than 15 hours required, there could be some subsidy implications. Over time, however, programs will get the same amount.
Motion: Ann Paulins moved that the GRS credit hour requirements be reduced from 15 to 12 with the understanding that colleges can set a higher credit hour requirement threshold. Maria Modayil seconded.
Action: The motion passed.
Gordon will send David Koonce an email about this change.
Note:
Graduate Council requested that the Graduate College notify the campus community about this change.
10. Recruitment and Admission Requirements Committee: Geoff Dabelko
Nothing to report
11. Old Business - none
12. New Business - none

Adjourned: The meeting was adjourned at 4:11 pm.

Appendix A

Resolution to Clarify Course Retake Language in the Graduate Catalog Educational Policy & Student Affairs Committee

February 4, 2019

First Reading [with proposed revisions for second reading]

Whereas all graded OHIO graduate courses contribute to the student's cumulative OHIO graduate GPA; and

Whereas the current catalog policy is meant to prevent graduate students from retaking classes primarily for the purpose of raising their cumulative GPAs; and

Whereas the current catalog language, adapted from the undergraduate policy (see Appendix A), communicates that policy imprecisely and incorrectly implies that retaken classes do not raise the cumulative GPA; and

Whereas current policy does not provide adequate guidance for when faculty should authorize retaking a graduate course; and

Whereas the grade required to meet program requirements is always above a C- but may be higher in some programs;

Be it resolved that the Academic Policies and Procedures section of the Graduate Catalog be amended as shown below:

Standards of Work

Graduate accumulative grade point average (GPA) includes all graduate courses taken at Ohio University. Conferral of a graduate degree or certificate requires an accumulative 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. Repeating or retaking a graduate-level course does not remove or replace a grade from a previous attempt.

Students taking courses in post-baccalaureate or non-degree status must adhere to the same standards of work as degree and certificate students. **Note: graduate courses taken by** undergraduate students through OHIO Honors, departmental honors, or Honors Tutorial College will have graduate course grades applied to their undergraduate GPA unless they have applied for and received permission to take graduate courses for graduate credit. Grades for courses taken in undergraduate for graduate credit status will become part of the student's official graduate record and graduate grade point average.

Individual graduate programs, schools, departments, or academic colleges may establish standards more rigorous than those in this section. For example, programs may set minimum grade expectations for courses, or programs may consider academic progress based on work done as part of the active program exclusive of previous graduate work.

Repeating a Course

Repeating a course is to complete a course more than once for credit. This can be done only with repeatable courses, which are designed to be taken multiple times (e.g., thesis credits 6950, dissertation credits 8950). Some departments place a limit on the total number of credits that may be earned or counted toward degree requirements in a given repeatable course.

Retaking a Course

Students may not retake a graduate-level course if the prior attempt has met degree requirements. In the event that a graduate student must take a class again to achieve a sufficient grade for a graduate program, the previous grade stays on the transcript and in the GPA calculation. All course attempts and grades appear on the permanent academic record (transcript) and are calculated in the graduate GPA.

Appendix A

The current language in the Graduate Catalog was approved by Graduate Council during the Q2S catalog revision. It derives from the undergraduate catalog, as reflected in University Policy 12.040 (Grading):

E. Repeating a Course

Repeating a course is to complete a course more than once for credit. This can be done only with repeatable courses, which are designed to be taken multiple times (e.g., MUS 3400, PSY 4900). Some departments place a limit on the total number of credits that may be earned in a given repeatable course.

F. Retaking a Course

A regular undergraduate course with fixed content can be retaken to affect the student's GPA. Retaking the course removes the hours and the effect of the earlier grades from the calculation of the GPA. However, all grades appear on the permanent academic record (transcript). The last grade earned is the one used to calculate the GPA, even if it is lower than the earlier grade(s), and only the last instance's credit hours are accepted toward any requirements for graduation. Some graduate and professional schools will include all grades in their own calculation of the GPA when determining a

student's eligibility for admission, even though Ohio university calculates the GPA using only the last grade in a retaken course.

Courses taken at Ohio university and retaken at another university are not eligible for grade point adjustment under this policy. Effective Summer Quarter 2010-11, the university limits the number of times an undergraduate course may be retaken to a maximum of two in addition to the first attempt.

Retaking a course after graduation will not change graduation GPA or honors status.

Ohio University's official grading policy is silent about how retaken graduate courses are transcribed.

Appendix B

Circumstances for Allowing Dual Doctoral Escorts

Current commencement policy limits doctoral students to one escort. The policy resulted from revisions to the commencement ceremonies at the request of then-President McDavis, with the intent to streamline the ceremony. At the time, requests for multiple escorts generally came from graduates wanting to include a family member as an escort.

With the increase in interdisciplinary Ph.D. programs, we have encountered students who submit their dissertation with co-advisors. Rather than asking graduates to choose one advisor over another, I propose we modify the current policy to allow for dual escorts in the case of dissertation co-advisors. This will be a self-limiting expansion that retains the academic nature of the escort.

Current Catalog Policy

<https://catalogs.ohio.edu/content.php?catoid=55&navoid=4214#commencement>

Doctoral students are accompanied by a faculty escort of appropriate academic rank, traditionally, the student's academic mentor, dissertation or program chair. Each student is limited to one escort.

Proposed Revision

Doctoral students are accompanied by a faculty escort of appropriate academic rank, traditionally, the student's academic mentor, dissertation or program chair. Each student is limited to one escort. If the dissertation is submitted with co-chairs, both dissertation advisors may accompany the student.

Steps for Approval

- Graduate Council (Approved 02/08/19)
- Provost/President

Appendix C

Certificate completion and stackable certificate policy recommendations

The Graduate Council curriculum committee makes the following recommendations;

Maximum time to completion for individual certificate (non-degree status)

Under 15 credits – 3 years

15 or more credits – 4 years

Time to completion begins with the term the certificate is added. At the end of the time to completion, a student has not completed their certificate, the certificate plan will be removed. If the student is not enrolled in a degree or other certificate/non-degree program, their status as a student will be terminated. A student or former student whose time to certificate has elapsed may reapply to certificate. Readmission is not guaranteed and applicability of prior coursework to certificate is at the discretion of the admitting certificate program.

Stackable master's degree

*A master's degree made up of stacked certificates has the same time limit for completion as any other master's degree, i.e. 6 years from the date that graduate study is initiated (7 years for a degree requiring more than 40 hours). If the student begins one or more stackable certificates before being accepted into the master's degree program toward which the certificates build, the total time from the start of applicable certificates to the completion of the master's degree cannot exceed 8 years.

The dean of your college may grant a one-time, one-semester extension for the semester immediately following the final semester in which your degree requirements were to have been complete, based on the Time Limit policy as described above.

Transfer of coursework

Programs may establish their own criteria, based on appropriate disciplinary standards, for the length of time that Ohio University credit taken while enrolled in one degree or certificate program will be accepted toward another degree or certificate.

A maximum of one course (up to 4 credit hours) may be transferred from an accredited university to a certificate program of 12 hours or fewer at Ohio University. For certificate programs longer than 12 hours, no more than 25 percent of the total graded coursework requirements may be transferred to the certificate.

*Programs may establish shorter completion timelines, but cannot exceed these established deadlines.

Approved by Graduate Council (02/08/19)