

Graduate Council Minutes

June 2, 2006

Attendance: Catherine Axinn, Josephine Bloomfield, Duncan Brown, Lee Cibrowski, Donna Conaty, Glenn Doston, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, Michael Mumper, Chester Pach, Animesh Rathore, Josep Rota, Gregory Shepherd, Katherine Tadlock, Maureen Weissenrieder, Yingjiao Xu, and Bill Rhinehart for Julia Zimmerman.

Guests: Gary Neiman, Andy Kreutzer (for item #4)

Excused: Pat Beamish, Angie Bukley, Carolyn Cardenas, John Day, David Drabold, Judith Edinger, Jason Hartz, Peter Johnson, David Mould, Robert Roe, and Susan Sarnoff.

Convened: The meeting was convened at 3:05 pm.

1. Approval of May Minutes:

Minutes of the May 12th, 2006 meeting were approved.

2. Chair's Report (Duncan Brown):

- A. Next year's meeting dates: The dates for next year's meetings are mentioned at the bottom of the agenda.
- B. Thanks to all members: Duncan thanked all members, particularly all the committee chairs for their work.
- C. Review of the past year:
 - Graduate Council dealt with a fewer number of conflict of interest cases this year, due to the expedited process that is in place now.
 - The backlog of seven- year program reviews was dealt with. Later today an item of discussion will be whether we can institute an expedited process similar to the one for conflict of interest. In September we will look at program reviews conducted this spring.
 - A policy was recommended to the Provost regarding awarding posthumous graduate degrees. OU-COM will bring their proposal in the Fall. Chester asked if the departments had been advised about the provision in the policy that they can add specific requirements for degree conferral. Lee said that once the policy is approved by the Provost, departments will be advised. Duncan also added that departments do have a choice to opt out of that policy.

- Graduate Council reduced from 12 to nine the minimum number of hours required to register for to be eligible for support during summer.
- The 260 hours policy was replaced by a much simpler policy which is based on the number of quarters of financial support a student can receive. Michael said that Graduate Appointments staff has been able to work with Financial Aid to calculate the number of hours of support a student has received thus far. Discussion ensued about funding veteran students versus new students. Maureen said that if they continue to fund existing students departments do not have enough funds to recruit new students since they cannot offer them funding. Also, young scientists always need students to further their research interests. Michael said that because of this policy, students now have the eligibility to receive funding which was non-existent in the past. However, it was noted that this change does not create any additional funding and it is unlikely departments will be able to extend the period of financial support they give their students.
- A proposal was also sent to the Provost to increase the named fellowships from five to seven and to increase the amount from \$13,000 to \$15,000 with a full fee waiver for the duration of the award.
- Graduate Student Senate made recommendations about the increasing Health Care/Insurance costs for graduate students.
- Graduate Council discussed its role in the post-Vision Ohio university to focus more on strategic issues versus operational issues. The President and Provost noted that Graduate Council should have an important role.

3. Reports by Michael Mumper:

- A. Outstanding Graduate Faculty Award: Michael congratulated Chester Pach on being nominated as the outstanding graduate faculty for 2005. He will speak on June 9th at the annual graduate commencement.
- B. Enrollment: Michael said that in the Fall of 2004 the Provost approached Joe and Michael to look into recruitment of international graduate students. Staff from the Center of International Studies and the office of Graduate Studies traveled to recruit new students. Application numbers have gone up from countries where recruitment efforts were focused. Admits for master's degrees have increased from 411 in Fall 2005 to 529 for Fall 2006. Joe noted that the increase in doctoral admits has not been significant (from 55 in 2005 to 60 in 2006). This is because most of the effort was focused on recruiting at the masters and undergraduate levels. Michael added that Turkey has been cited as being a good market and

Beth Clodfelter and Vicki West will be attending fairs in Turkey in the next couple of weeks. The undergraduate admissions office will train them to do admissions so that they can do on-the-spot admissions while they are in Turkey.

Glenn asked about recruitment in Africa. Michael said that it has been hard to find organizations or tours that do systematic recruitment in Africa. For now recruitment efforts in Africa have been initiated by individuals. Steve Howard travels to West Africa and recruits actively in that region. Michael added that he is open to ideas and suggestions about recruitment in Africa. Joe said that in U.S. universities no African country is among the top 20 in terms of number of students. But, at OU Ghana is at third place and Kenya in the eighth place. Chester asked about discipline specific recruiting versus recruiting for the entire university. Michael said that usually the location of the fair determines the audience attending the fair. If a fair is held in the conference facility of a technical university, then most people attending the fair express an interest in the technical fields. Glenn asked if we had reached our target numbers. Michael said that is the next step, to evaluate our efforts and to set targets. He added that when we started this effort it was a crucial situation and we wanted to increase numbers.

4. Curriculum Committee (Chris Mattley):

- A. Proposal to waive the Language requirement for admission to the Ohio University/Beijing Sport University MSA Program: Chris informed Graduate Council that the curriculum committee voted via email to approve the proposal to waive the language requirement for admission to the Ohio University/Beijing Sport University MSA program.

Dean Neiman said that this is a great opportunity to marry the top program in Sports Administration in U.S.A. with the top sports University of China. In preparation for the 2008 Olympics that will be held in China there is considerable interest on their part to partner with OU to train officials in the area of sports and entertainment. Their interest in OU stems from the work done by the department here and in particular by Ming Li, Director of the School. The School is requesting this waiver as a pilot program for two years. This situation is novel for OU, but not for other universities in the U.S.A. Arizona State University has graduated its first cohort of Chinese government officials. Josie asked if the language requirement would be needed to be waived after 2008 as well. Dean Neiman responded saying that most of the officials who will have access to join this program are going to be at a higher rung in the hierarchy. And, the higher they are in the hierarchy; chances of them having English proficiency are minimal. Also, these officials would not like to take the TOEFL, because getting a low score will cause them to lose face.

Maureen asked if there were any other universities besides ASU which were offering similar programs. She noted that if someone receives an OU degree there is an assumption about the quality of that degree. Delivering a degree comes with a certain set of admission requirements which need to be met by all who are admitted to that program. Duncan asked if there was a certain model that the school had adopted for the proposed delivery of this degree. Joe said that Ohio State University, Bowling Green State University, and Kent State University offer degree programs in other countries. Chris said that she is concerned about ensuring the quality of content delivered, given that the instructors do not speak English. Dean Neiman said that they will have translators and the exams will be translated in English. Chris said that it seemed like most of the instructors at ASU speak Chinese. Also, she mentioned the recent article in the Economist about scientific fraud in China. She said that the present proposal does not meet the standards we have had in the past and that she would like a little more assurance about the content and process of delivery of the degree.

Hans said that he is open to this proposal since it is seeking a waiver for only two years, it is a pilot project. If this was a long term waiver, he would not be comfortable with it. Greg Shepherd said that he believes this is a unique opportunity and that offering this degree as a pilot program does not mean that we will be offering multiple graduate degrees all over the world in various languages.

Duncan asked about the possibility of it being a Beijing University degree versus an OU degree. Dean Neiman said that from the Chinese perspective an American degree is considered more prestigious than a Chinese degree. Chester asked about grading exams and whether instructors would grade the Chinese product or the English product. Dean Neiman said that the translators will play a significant role in this endeavor. Andy Kreutzer said that all the translators who will be hired will be licensed and that there will be an opportunity for simultaneous translation in class as well. He further added that this is an opportunity to establish a foothold in this unique culture and that the School is very excited about this opportunity. Donna added that when she thinks of a cohort the dynamic interaction between students and faculty comes to mind the foremost. In the absence of a common language, she noted that it is unclear how that will be achieved. In response to Glen's question about the size of the cohort, Dean Neiman said that they are proposing two cohorts of a maximum of 30 students in each.

Cathy said that the transcripts and diplomas can have a designation on them that indicates that the program was conducted in Mandarin. She added that it can also be made known to them that the waiver is only for

the first two cohorts, so that the subsequent cohorts have enough time to gain English proficiency. Duncan expressed concern regarding this situation setting a precedent for future programs. Dean Neiman said that two years is a fair amount of time for their Chinese partners to enforce the English proficiency requirement. And, that in the present situation, given the existent Chinese hierarchy the waiver makes sense. He added that in no way will the integrity and quality of the program will be compromised. Also, this is well aligned with the University's strategic plans and goals of establishing pre-eminence in certain selected areas. Maureen expressed concern about the integrity of the degrees we offer. Bill noted the lack of a library collection in the Chinese language. He wondered about instructional support and curriculum development without the presence of a body of literature in the given language. Dean Neiman said that most major textbooks, including the one written by Ming Li have already been translated into Mandarin. The cohorts will have access to our online resources as others do and that instruction is going to be augmented by professors bringing in extra materials to class. Also, the students will have access to the Beijing Sports University resources.

Chris noted that it seems like that the standards that need to be maintained for this program pivot on the translators hired. Dean Neiman said that the cost of the translators is being borne by the Beijing Sports University. He added that in the last paragraph on the last page of the proposal they indicated that the transcript 'may' indicate that the program was not conducted in English. They were not sure if it would be possible for the Registrar's office to make that designation on the transcript. Chester asked if it is possible to have a sort of an expiration date of this mandate. Dean Neiman said that the last cohort will be admitted in January of 2009. Responding to concerns expressed by members about teaching with a translator, Cathy said that it involves a little bit of adjustment on the part of the professor. She added that they just have to speak slower so that the translator can translate everything. Valerie commented about the interpreters who work with the blind and deaf students and that we accept their 'translations' and interpretations. She added that she believes that hiring of translators is more of a technical detail and not a deal killer. But, if we are discussing whether an OU degree can be granted or not in such a scenario, then that is a different issue.

Joe said that we have a good discussion and this is a great opportunity for the university. This can potentially open other doors for us. This will be an empirical test and will give us evidence about other such endeavors. Yingjiao attested to the fact that higher the position of the official in the government, lesser the chances that they will have English proficiency. But, there is tremendous potential to influence others for the future.

The proposal was approved by Graduate Council with a temporary waiver of the language requirement for admission to the Ohio University/Beijing Sport University MSA program for the first two cohorts with the second cohort to be admitted no later than January 2009.

- B. Proposal to institute an expedited review process for selected program reviews: The committee proposed instituting a two-stage review for program reviews. If the committee supports the seven year review, then all members receive a copy of it, but it does not get discussed in Graduate Council. It gets forwarded by the Chair to UCC. If, on the other hand, the committee is concerned about certain issues, then it is brought forth for discussion to all members of Graduate Council.

5. Report on Electronic Thesis and Dissertations (Angie McCutcheon):

Angie presented an update about the current status of the submissions to the ETD office. She said that half of all the dissertations are now being submitted electronically. Angie informed Graduate Council that there is a 10% chance of a paper submission being viewed versus a 50% chance of it being viewed if submitted electronically. Also, an electronic submission does not cost the university, so it is a financially viable option as well.

Chester said that in the History department they have not been in favor of electronic submissions because of the fear of the document being viewed before it gets published. Angie said that there is a five year delay that a student can opt for while submitting electronically, that way the only document released is the title and the abstract. Hans said that he has a strange sense of discomfort about the approval process and the form that the advisor signs, since there is no document attached to it. Angie said that she does not approve any document if it has not been approved by the advisor. Hans said that there is no formal way in the whole process to ensure that the document that was approved by the advisor is the one being submitted by the student to the ETD office. Maureen asked if a final copy could be kept at the department or college level so that an advisor is not liable for any wrong action taken by a student. Cathy noted that the chain of evidence can be maintained if the advisor submits the document. Donna noted that it could cause problems if the advisor did not turn it in at the right time. Angie said that she can send the final document as an attachment to the advisor when she receives it. Michael said that Angie works with the ETD steering committee and if anyone would like to serve on that committee, they can let him know.

There was no new business and the meeting was adjourned at 5 pm.

Next meeting on September 8th, 2006 in the Governance Room in Walter Hall from 2 to 4 pm.

Graduate Council Minutes

May 12, 2006

Attendance: Catherine Axinn, Pat Beamish, Josephine Bloomfield, Duncan Brown, Angie Bukley, Carolyn Cardenas, Lee Cibrowski, Donna Conaty, John Day, Glenn Doston, David Drabold, Judith Edinger, Jason Hartz, Peter Johnson, Hans Kruse, Christine Mattley, Mark Mecum, David Mould, Michael Mumper, Chester Pach, Animesh Rathore, Josep Rota, Susan Sarnoff, Katherine Tadlock, Maureen Weissenrieder, Yingjiao Xu, and Julia Zimmerman

Excused: David Juedes and Robert Roe.

Guests: Kathy Krendl and Valerie Young.

Convened: The meeting was convened at 2:05 pm.

1. Remarks by Provost Kathy Krendl:

The Provost said that the document sent to her, 'The role of Graduate Council in a post "Vision Ohio" University' is an important document because we need a strong voice in favor of graduate education at Ohio University. She said this is the time to look at what we had, where we would like to be and the structure at other institutions. Chester noted that Michael had conducted a study to look at the structure of the Graduate College or the comparable administrative body at other schools. Provost Krendl said that the few things that have come up through the symposia of the various implementation teams is that it is not a good idea to impose a huge bureaucracy because it gets to be too expensive and sometimes does not function well in the long run and that the primary interest is to further graduate study and find a strong voice for graduate students. She said that we need a more visible body as an advocate for graduate education.

Susan noted that most faculty have responded to this based on the information presented in the media that indicates that Ohio University will consider having a Graduate College. She asked if we could achieve the same goals and fulfill the responsibilities using the current organizational structure. She said that faculty are concerned about the process used to designate faculty as Graduate faculty. Josie said that EPSA (Education Policy and Student Affairs Committee) is responsible for that designation. Provost Krendl said that we do not have that strong voice that speaks in favor of advancing graduate study. Some departments have graduate faculty, whereas some do not. Susan added that that is a matter of concern because it seems like faculty are being separated from each other. Also, that all departments will have to work with one dean for undergraduate affairs and

with another one for graduate affairs. In New York, most universities do not have a Graduate College, but in Ohio it seems to be a popular choice. Provost Krendl responded saying that all of our 10 aspirational peers have it. And, according to CGS (Council of Graduate Schools) the trend is to have a Graduate College to support graduate education. We need a focal point, she added. We need an advocate for graduate study and a clear mission for that body. Susan said that most of our students are undergraduates and that since we do not have that many graduate programs; we do not have a body like that. Perhaps, if we increased the number of our graduate programs, it would warrant having a Graduate College. The Provost responded saying that we want to increase graduate enrollment (on this campus, on the regional campuses and at the learning centers) and having a structure like this will facilitate that. She said we need a focal point; we need a mission for graduate study.

Peter asked about the budgetary implications of having a Graduate College. He said that this probably cannot be a cost-neutral venture; hence would it be feasible in these lean economic times. He also asked about the change to semesters. Provost Krendl said that moving to semesters will be advantageous in many respects. There are many logistical, practical, and pedagogical reasons to support that shift she added. She said that faculty have repeatedly complained that it is hard to find text books for quarters. Also, articulation and transfer agreements are easy to accomplish with the semester system. She added that the 2+2 transfers also work out easier in a semester system. Another reason, she said is conducting joint programs does not work out with other institutions, because our calendar does not match up with any of those institutions. She noted that some faculty do not have the requirement for a seminar paper for their students at the end of the quarter because there just isn't enough time to do a big seminar paper in a quarter. She further said that most of the new hires, the younger faculty are primarily from a semester system and they prefer that over the quarter system. Also, having a long summer break in the semester facilitates faculty research and travel. And that the transfer costs will be one-time costs only. She said that Josie's team has calculated that for less than \$100,000 a year, we can transfer the existing structure to that of a Graduate College.

Maureen noted that she is worried that these proposals might suffer the same fate as that of the General Education. She said that people are supportive when it comes to principles, but problems arise when details are worked on. Also, at some level faculty feel that the fait accompli nature of the situation is not very helpful. Michael said that it has been a rather complicated situation, because when a proposal is brought forward, people say that it was brought forward without adequate discussion. And, when there is an opportunity for discussion people feel that it is hard to discuss the situation, not knowing what the outcome is going to be. Maureen agreed saying that it is sort of a catch 22 situation. Also, she said that she is concerned that people are not

speaking up. Provost Krendl asked Josie if the debates were well attended. Josie said they were and that they were good debates. She said that we have the office of Graduate Studies, but that office really does not have power for advocacy. She added that most problems that surface in graduate education arise due to the lack of advocacy. Duncan said that in one of the reports of EPSA it was said that graduate education did not require any advocacy. Provost Krendl said that in the foundation board meeting in November, no one raised the issue of graduate education. Deans made presentations about their top priorities. There were many proposals, but none of the Deans took ownership of the cause of graduate education as their own. She said that she is sorry to have to say this in the presence of graduate students, but unfortunately graduate education did not rise to the level of top priority for any one of the academic units. She said that she thinks that the reason is that people are consumed by numbers and that numbers are in undergraduate education here, so that gets most attention. She noted that we need a seat at the table for graduate education. And, that seat is not symbolic; it needs to be a strong voice. She added that we will not get the focus on graduate education without the structure. And, that if we have a Graduate College the two functions that will be transferred to them are the graduation checks and dissertation approval. She is looking for strong voices and that we need to be more effective in having clarity about goals for graduate education. She said that she has been here for ten years and has noticed that we do not have that consistent sense of mission or focus on graduate education. This does not help us as an institution. We have some great graduate programs, but they get lost in the shuffle because there is no one here constantly thinking about opportunities of building on these strengths. Provost Krendl said that in her mind the decision about having a Graduate College was never a *fait accompli*, she was looking for an informed discussion on the issue.

Duncan said that he started out skeptical about having a Graduate College, but he agrees that we do not have strong advocacy for graduate students. At the time of the decision to raze Mill Street apartments to the ground, there was no one he said who spoke up to say that demolition of those apartments will also cause that international community of graduate students to perish. That was a turning point for him, he added. Provost Krendl said that the Wolfe Street apartments are for graduate students, but in the master plan for the campus, there is another plan for that site. She brought up that issue at a meeting with graduate students and one of them asked why they should worry about graduate student housing. She said that it struck her as odd and that we need to have prominently displayed and easily accessible graduate student housing on this campus. Susan said that she agrees that we need advocacy for graduate education. She added that she is not sure if having a Graduate College and a strong advocacy for graduate education go hand in hand. She said that she would defer that to the colleagues who have examined the structure at peer institutions, to see if there are other options.

Duncan said that in the past year, the initiatives that we have taken for graduate education, namely the establishment of an international recruitment fund, or having base money (versus having one-time only money) and increasing the number and amount of Named Fellowships could use more advocacy. He said that he sends an email to the Provost, and that is about all we can do.

Provost Krendl said that she is waiting for the teams to send her their recommendations, but she said that she is expecting recommendations about increasing the amount of graduate stipend, increasing the number of graduate stipends awarded, and some recommendations regarding the health insurance. She said that she has consistently heard from faculty that our stipends are not competitive enough. She said that she believes that we would be a better institution if we had a better mix of graduate and undergraduate students. She said that we need some mechanism for a stronger voice to give her the ammunition in terms of recommendations to move money around for initiatives that we want to pursue. Michael added that with advocacy they also need the voice to address the broad scope of graduate education. Deans of Colleges have the advancement of their graduate programs as their goals, but there is no single voice that would focus on furthering graduate education. Provost Krendl agreed saying, we do not have university wide policies for many issues, like plagiarism. This year it has risen to a high priority level, it has become sort of a crisis. She said that many institutions have that and we are looking at other schools to see how they accomplish that. She said that if we do not have these university wide policies in place, we will always be reacting to situations. Susan said that this discussion is very helpful and wished that it had before the EPSA meeting, so she could have informed that group about it.

Duncan said that we spend a lot of time discussing operational issues and making those decisions. He added that now with the two tier process of reviewing Conflict of Interest cases, it will free up some time every month. Duncan added that we need to be able to work on both strategic issues and day-to-day issues. He said that we have only one program review to address for the next meeting. Provost Krendl asked whether Graduate Council serves as an advocate for graduate education to the Associate Provost for Graduate Studies, or the members feel like they represent their departments. She asked about the scope of responsibility of Graduate Council. Catherine responded saying she sees her role as broad to encompass all graduate programs not just the ones in her College. Maureen said that graduate education is very complex and programs differ significantly. We are all invested in the quality of graduate education. Duncan used the example of the new proposal for granting posthumous degrees to draw attention to the variance in our degree programs.

Provost Krendl said that the Graduate Education Research Board will identify priorities for interdisciplinary research. Also, she added that she did not think it would be appropriate for Graduate Council to rank order our graduate programs. She said the administration is under pressure from the Ohio Board of Regents to generate that list. They require a credible internal review process to evaluate our graduate programs on a rank order basis. Michael said that the discussions at GERB have focused on facilitating our 'very good' graduate programs to nationally prominent graduate programs. Provost Krendl added that this involves looking down the road to seek timely funding, assess market demand, and designate funding in those areas. She said that it did not seem to be consistent with the charge of this body. If this group becomes the advocacy group, then they can support those initiatives. Chester said that we just need to be careful of the agendas for these bodies that we establish and that they are not antagonistic to each other. He added that we need to focus on making Graduate Council a more effective instrument for advocacy of graduate education. He said that most of the business that we deal with comes to us. We have not been able to be proactive as we would have liked to be. Duncan said that in the survey about the graduate schools in other institutions, they found a body similar to that of Graduate Council, sometimes chaired by a faculty member, sometimes by the Dean. But, there always was something similar to this body.

Provost Krendl said that NRC (National Research Council) will do the ranking of the programs and that we are not organized the way other schools are. We have to be where our competition is. She said that when she was the Dean of the College of Communication, she came across this issue. The national body was not sure who to send the ranking materials to—the Dean of the College, the Provost, or to the VP for Research. Duncan said that OU used to be a member of a national body on academic integrity. One person used to attend the national conference every year. Due to budget cuts, that membership lapsed and no one from OU attends that conference any more. This came out through a study conducted by a Master's student from Communication Studies. Josie said that this is a good example of lack of advocacy, when the budget cut took away the membership; there were no advocates for retaining that membership. Duncan said that another example he can think of is the issue that some graduate students end up having most of their course work in terms of only cross-listed courses. There is dissatisfaction about it, as we know from the survey Mark brought to us. He added that all he could do was send an email to the Provost to express that. She said that she does read all the emails and this just proves that there is consistently a demand for more advocacy for graduate education and issues pertaining to it. Provost Krendl's concluding remarks echoed the sentiments she expressed earlier. She would like to see a strong voice in favor of keeping graduate education in the forefront for planning for the institution.

2. Approval of April Minutes:

Minutes of the April 14th, 2006 meeting were approved.

3. Chair's Report (Duncan Brown):

- A. June 2nd meeting: Duncan reminded members that the June meeting will be on the 2nd not on the 9th, due to graduate commencement. Also, the meeting is from 3 to 5 pm instead of 2 to 4 pm to accommodate members who will be attending the UIC meeting from 1 to 3 pm.
- B. Graduate Council Committee descriptions: Duncan said that he has not sent out descriptions of the charges of the committees because he had received only from two and they are from last fall and last winter. He proposed having a discussion to this effect in the next meeting and until then urged committee chairs to initiate discussion via email with their committee members. Cathy said that it might be better to think about committee structure after we discuss our mission. If we discuss committee responsibilities now, we might end up describing what we are doing now versus what we could and should be doing. Maureen added that we also should plan on having some processes in place to facilitate other voices coming to us. Also, we should communicate agenda items and important issues with other units on campus. Duncan said that sometimes it feels like that we are invisible and it is hard to explain to people who we are and what we do. Maureen said that college representatives can bring issues for discussion to Graduate Council. Continuing in the same vein of openness Susan noted that Faculty Senate used to have open meetings where non-members could attend. She said that we could try doing something similar here. Mark asked if Graduate Council could operate more as a Senate and thus receive reports from all the Colleges.

Carolyn said that we could possibly include graduate chairs in this discussion. We have constituents, but we do not use them. Communication has to occur both ways. She added that a few days after the meeting, an email can be sent to cover issues discussed. It does not need to have the details of the operational aspects, but should cover important issues. Duncan said that in Faculty Senate, membership is based on faculty representation. Membership of Graduate Council is a little more complex. There are three groups: Faculty (appointed by the committee on committee of Faculty Senate), administrators (representing all colleges, libraries, international studies, and graduate studies), and Students (from Graduate Student Senate). Chester noted that he likes the idea of Faculty Senate sending an email about agenda items to solicit opinions. Duncan agreed, saying that the discussion about posthumous degrees is a good example where we could have used specific information from graduate chairs. Angie said that after every meeting, she sends

pertinent information to graduate chairs. Chris noted that Maureen does the same as well.

4. Remarks by Michael Mumper:

- A. Graduate Resources Implementation Team: Josie informed Graduate Council that the focus of discussion has been the new assessment and budget process, specifically its implications towards a larger stipend amount or lesser fees. Also, there has been discussion about the metrics to be used for measuring and assessing our policy and procedures.
- B. New Health Insurance Plan for Graduate Students: Mark informed members about the new plan that Ohio University has adopted for health insurance. The current plan is expiring this summer and the university had three plans to pick one from. Graduate Student Senate and International Student Union endorsed the same option. According to this plan, all students are in the same pool, versus two different ones (domestic and international) in the previous plan. Having all students in the same pool facilitated the lower cost than that of the current international plan.

Domestic students will now pay a little more than they used to and international students will pay less than they used to. The new plan will cost \$1100, the deductible is \$50 and the co-pay will be \$25. The cost is now higher for domestic students. He added that OU was the only school that had two different plans for domestic and international students. David asked about the plans costs for spouses and children. Mark said that it has decreased some, but not by a significant amount. Judith asked if there was a network of providers in the state for the new plan. She said that medical students only spend their first two years in Athens. After that, they are involved in practicum training, which can be anywhere in the state. Mark said that the same company has furnished the new plan, so there should not be any problem finding providers in the state. In response to Carolyn's question about the cost increase for domestic students, Mark said that it would be \$100 more.

- C. Graduate Education and Research Board: Cathy presented an update about the GERB. She said that requests for proposals will be sent out shortly. The proposals are not due until September or even October. The proposals can be in the form of a letter of intent by faculty, but they need to be endorsed by the Dean of the College. Chester asked about the amount that can be requested. Michael said that the amount can be expressed as a range and that each College needs to set its own priorities. Cathy said that for this activity to be meaningful, a significant amount will be required for each proposal. She felt that half of the proposals will probably not get funded. This is due to the fact that if a

program needs to be moved from a 'very good' one to a nationally prominent one, it cannot be accomplished in \$20,000. David asked about an external review of the proposals received. Cathy said that the review process is embedded in the middle and that they do not want this exercise to take too much time.

5. Admissions Requirements Committee (Josie Bloomfield):

Josie informed Graduate Council that the two conflict of interest reviews in the packet today have been seen by members before. The difference now is that they both now have a new advisor, Dr. Alam. Dr. Alam's appointment is in Mechanical Engineering, but his area of specialization and research are similar to Bruce Brown and Marc Singer's. Josie noted that Bruce and Marc were hired as research engineers and the research they are doing as a part of their jobs is also their dissertation research. Valerie said that in the physical sciences, most often students join funded research projects their advisors are engaged in. Students are responsible for carving out a specific area out of that project as their dissertation research. Sometimes one large project can lead to multiple dissertations and other times a dissertation can come out of multiple projects. She added that the graduate committee as a whole has very strict oversight of the entire Ph.D. process.

Josie said that the committee feels that given the appointment of new advisors, there is no conflict. She added that Bruce and Marc should not change advisors without consulting with this body. To ensure that Josie said that she would like to see the signature of Dr. Alam (as the advisor) on the annual review for both Bruce and Marc's Ph.D. programs.

Graduate Council voted in favor of accepting the recommendation of ARC that there is now no conflict of interest in the case of Bruce Brown and Marc Singer's Ph.D. programs.

6. Policies and Regulations Committee:

Posthumous Awarding of Graduate Degrees: Lee said that Judith is working on a document for OU-COM students. The committee was having a lot of difficulty trying to accommodate their requirements with others. Lee said that as the document currently stands, completion of a part of the dissertation or thesis is a requirement to qualify for the posthumous award of a graduate degree. The specifics are for the departments to decide. Carolyn said that the criteria of admittance to candidacy seem minimalistic for their MFA programs. She clarified that students are only 33% done at the time they are admitted to candidacy, which is typically at the end of their first year. She proposed an amendment to the document and Graduate Council accepted the proposal with the inclusion of this amendment.

7. Planning and Strategy Committee:

A brief discussion of the role of Graduate Council in a post “Vision Ohio” university, yielded in members expressing their concern about over-centralization of administration and designation of graduate faculty by a central office. Michael clarified that graduate faculty status will continue to be determined at the department level. He added that we need to ensure that faculty do not supervise degrees they do not hold themselves. Josie said that the document was uplifting and helped look at the macro image.

The meeting was adjourned at 4:05 pm.

Next meeting is on June 2, 2006 from 3 to 5 pm in the Governance Room at Walter Hall.

Graduate Council Minutes

April 14, 2006

Attendance: Catherine Axinn, Josephine Bloomfield, Carolyn Cardenas, Duncan Brown, Angie Bukley, Lee Cibrowski, John Day, Glenn Doston, Judith Edinger, Jason Hartz, Peter Johnson, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, David Mould, Michael Mumper, Chester Pach, Animesh Rathore, Susan Sarnoff, Katherine Tadlock, Maureen Weissenrieder, Yingjiao Xu, and Julia Zimmerman

Excused: Pat Beamish, Donna Conaty, David Drabold, Robert Roe, and Josep Rota,.

Guest: Katherine Jellison

Convened: The meeting was convened at 2:05 pm.

1. Approval of February Minutes:

Minutes of the March 10th, 2006 meeting were approved.

2. Chair's Report (Duncan Brown):

- A. Welcome the new GSS representative: Duncan welcomed Animesh Rathore, the new GSS representative, who is taking Liz Miller's place. Liz is graduating in June. Animesh will join the Curriculum committee. Duncan said that he will send revised lists of members, email addresses, and committee membership shortly.
- B. Graduate Resources Implementation Team: Duncan said that 3 pm onwards today, discussion will focus around the Implementation team's proposal and its links with the charge of Graduate Council and specifically with Chester's committee (Planning and Strategy).
- C. Provost's visit: Provost Krendl will attend the first hour of the May 12th meeting. Duncan encouraged members to think about issues that Graduate Council might want her to address and to send them to him so that he can forward the information to her.
- D. June meeting: Duncan reminded Council that the June meeting is on 2nd (instead of the second Friday, which is the 9th, the day of graduate commencement) and from 3 to 5pm. The change in the meeting time is to avoid conflict with the University International Council meeting.

- E. Role of Graduate Council: Duncan requested members to send him their comments via email between now and the May meeting regarding the role of Graduate Council at Ohio University. He added that there have been many articles in the Athens News and The Post about academic integrity and plagiarism and it seems appropriate for Graduate Council to have discussion about that.
- F. Two-tier process for Program Reviews: Duncan proposed having a two-tier process for Program Reviews, akin to the Conflict of Interest Reviews. The program reviews would be discussed at the committee level and if there are problems or concerns with any of them, they then discussed by Graduate Council.

3. Remarks by Michael Mumper:

- A. Graduate Programs Outreach: Michael informed Graduate Council about the new proposal that was approved by the President's cabinet and goes into effect July 1st, 2006 about all Regional campus graduate courses come under the purview of Athens campus. The academic credits from these courses get credited to the departments on campus here.
- B. Regents Advisory Committee on Graduate Study: Michael presented a RACGS update to members of Graduate Council.
 - i.) Masters in Financial Economics: The full proposal for the MFE is under review, the program development proposal was reviewed favorably. The response document will be presented either in the May or June meeting.
 - ii.) Master of Science in Bio-Medical Engineering: The program development proposal for Masters in Bio-medical engineering was also reviewed favorably.
 - iii.) Ph.D. in Civil Engineering: The proposal for a Ph.D. in Civil Engineering did not review well. So, Michael, Angie Bukley, and Dennis Irwin met with the Ohio Board of Regents Staff to discuss ways to improve the proposal. The proposal has been revised to be offered in partnership with Case Western Reserve University.
 - iv.) Ph.D. in Mechanical Engineering: The Board of Trustees has approved the Ph.D. in Mechanical Engineering. It has not been presented to RACGS yet.

4. Graduate Affairs and Fellowships Committee (Peter Johnson):

- A. Named Fellows: Peter announced the names that the committee recommended for the named fellowships:
 - Robert Davis (History) -- John Cady Fellowship
 - Merri Biechler (Theater) -- Anthony Trisolini Fellowship
 - Yuping Huang (Physics) -- Graduate Fellowship
 - Carrie Oeding (English) -- Claude Kantner Fellowship

Yunjing Wang (MCB Program) -- Donald Clippinger Fellowship

Alternates:

Mark Leeman (Communications)

Eric McElroy (Biological Sciences)

Peter noted that as in previous years, the committee found the overall quality of the submitted proposals to be superb, and it made it difficult to restrict recommendations to just five students. The committee wishes and recommends that Graduate Council seek the means to extend the number of annual awards from five (currently) to seven. In addition to permitting us to reward more students for meritorious performance, this change would send a clear signal to students and faculty that Ohio University has a most serious commitment to and appreciation for graduate education.

- B. Resolution for the Provost: Peter added that the monetary value of this award is low and does not allow us to be nationally competitive. He suggested increasing the amount to \$15,000 from \$13,000 currently. He noted that it is a modest increase, but at least it is in the right direction.

Josie asked if this could be an area where we could work with Alumna to name fellowships after them. Michael clarified that the fellowships are no longer coming from the endowment. The endowment funds were spent many years ago and the fellowships now come out of the operations budget. Maureen suggested examining the nature of similar fellowships at other institutions. Josie added that English majors tend to not be very rich and those who are, are the ones who worked in other areas after their undergraduate degree. So, it will be very discipline specific, to have fellowships named after successful alumna. Michael said that currently fellowships are not department specific. Katie added that since the fellowships are base funded, they are not tied to a particular department. Also, it is advantageous to have an open competition, it allows for a diversity of research to be rewarded. Peter added that but it is still possible for alums to make donations to specific departments. Maureen said that we should also look into naming fellowships for past administrators, whose names would mean something to departments. Catherine said that this is a great first step and that we should keep working in the right direction.

Graduate Council passed the motion to present the Resolution to Provost Krendl regarding increasing the number of graduate fellowships from five to seven and to increase the amount from \$13,000 to \$15,000.

5. Curriculum Committee (Chris Mattley):

Proposal for a Masters of Sciences in Recreation and Sport Sciences with a concentration in Coaching Education: Program requirements are identical to those for students on the main campus. Courses will be taught by Athens faculty and adjunct faculty. Maureen asked about the overload policy. She said that when more courses are offered, they are then taught as overload contracts. Maureen asked if it is possible to generate overload reports that cross reference courses taught on the Athens campus as well as the branch campuses. Michael said that they could possibly coordinate the two reports, to have a consolidated version. Josie added that there also has to be willingness on the part of the faculty to take the overload contract. She added that when she taught one class as an overload, that year it seemed overwhelming. Lee clarified that in their college, they adhere to the policy of only one course as overload per quarter. A lot of classes have to be taught as an overload, because of lack of faculty. She added that the Provost is aware of the issue. Maureen mentioned that if all faculty take overload contracts, the research agenda suffers. Duncan said that Institutional Research has typically not collected data on graduate studies. He added that Mike Williford is willing to do it, if we request it.

Graduate Council voted in favor of accepting the review of the proposal for a Master of Science in Recreation and Sport Sciences with a concentration in Coaching Education.

6. Admission Requirements Committee:

- A. Conflict of Interest—Issam Khoury: Graduate Council accepted the committee's recommendation that a conflict of interest does not exist in Issam Khoury's current program of study, with the proviso that he not take classes from Dr. Shad Sargand, and also that Dr. Sargand cannot serve on his program committee.
- B. Conflict of Interest policy change draft: Graduate Council approved the draft that indicates that the following two kinds of cases would not have to be approved by Graduate Council for admission:
 - i.) All non-degree applications to study in a department other than the one in which the employee works.
 - ii.) All degree applications to study in a college other than the one in which the employee works.

Council discussed the possibility of someone being in the no-conflict category for one program and then later on changing their program which might fall under the conflict category. Katie said that in the present system there is no way to flag the record on SIS. Maureen asked whether the Dean's offices are informed about the conflict of interest for an applicant. Katie said that a letter is sent to the student, to academic department, and the administrative supervisor. Angie said that at the department level,

they can have a red flag on the file, so that anytime that file is pulled, it will merit attention in that regard. Duncan added that in the past there have been ways to add some text to the DARS.

7. Policies and Regulations Committee:

Proposal to Establish Limits of the Amount of Tuition Support that can be Awarded to a Degree Seeking Graduate Student: Lee explained proposal # 1 saying that the limit of receiving funding is now being proposed to be based on the number of quarters versus the number of hours (260). This does not mean that everyone is being promised funding for that many quarters, but just that it is possible to do so. Duncan read Joe's comment that to establish the maximum limit of time for a student to receive university funding, we should use the number that would be one more quarter than the number of quarters required to complete the program. Maureen said she welcomes the disconnect from the subsidy issue and that many of her colleagues in other schools do not use the 260 hour rule. Chester asked if this policy can be applied to students who are currently enrolled in graduate programs. Lee said that they could discuss those case by case. Having it start in the fall for the incoming class would provide us with tracking ability from a given date. Michael added that at present when an appointment comes across to Graduate Studies and if the person has 260 hours, that appointment is declined. He added that Graduate Studies checks with the departments and will do so now as well, but now it will be for the number of quarters they have received financial support for. Jason asked how it would be possible to check the status for each person, if we do not have the capability to do so. Michael said that the graduate appointment system went online in 2003, but the office of Financial Aid has had their system running for a while, so we can use that to look into it. Angie asked if it was possible to add that feature to the graduate appointment checklist in the office of Graduate Studies. Michael said that Graduate Studies does not have the in-house capability to accomplish that, but it is on the list of 'to do things' via the Enterprise project.

This is a generous proposal and will aid in recruitment. Chester added that at least now we can say that it is possible to have graduate funding for five years. It makes us more competitive with the other schools. Michael reminded Council that our doctoral subsidy has been capped, so even if we have more doctoral students, we do not receive subsidy from the state. Duncan added that not having the 260 limit is greatly beneficial to many programs where doctoral students come to them with a Masters from outside of the U.S. and a Masters from the U.S. Mark asked about the advantages of this proposal over the existing 260 hour policy. Michael said one of the biggest is ease of use, it is also a better planning tool for the departments as well as the students, summer is not included in this proposal, so it provides flexibility to students, and it is now possible for them to stay on finish their programs even if they reach the 260 hours. Many students would leave when

they reached the limit and then find it difficult to complete their programs. Jason added that this proposal will also encourage students to look for support outside their academic departments.

Mark asked about the implications in proposal #2. Michael said that the proposal #2 imposes limits for Masters programs (by degree programs), other than that it is similar to proposal #1. This allows for programs like MFA and MM to have longer time limits than other Masters programs. Hans said that the proposal #2 creates limits where there were none in the past. Carolyn added that the College of Fine Arts cannot support proposal #2, because of the longer period of time required to complete an MFA degree.

Graduate Council accepted the proposal with one change; the policy will go into effect from fall quarter 2006 and will apply to all students (new and continuing).

8. Graduate Priorities Implementation Team:

Josie informed Graduate Council that the draft in the packet for today's meeting is very much a 'living document'. Every two weeks, the 20 members of the team have met to discuss graduate priorities at Ohio University. Besides the meetings, the email exchanges have been key in the formulation of this draft. Discussion about the relationship of Graduate Council with the Dean of the Graduate College followed. Josie said that the team has looked at the structure of all the Graduate Colleges in Ohio and for eight out of 10 of our peer institutions. She added that the Dean of the Graduate College also heads the Graduate Council in most institutions. Michael said that at one point they had even begun drafting a possible administrative or organizational structure for the university if there was to be a Graduate College. But, it seemed pre-mature to put a lot of time and effort into it at that point in time. Duncan noted that there are three kinds of members in Graduate Council, Faculty, Dean's representatives, and Graduate student Senate representatives. The faculty who are appointed to Graduate Council serve fixed terms and are appointed by the committee on committee of Faculty Senate. To do that, faculty nominate themselves and then the committee on committee recommends their names. An election was considered to be a more democratic option.

Carolyn said that it seems like in the past few months other bodies have been created and charged with similar tasks as that of this body. She asked about the role of Graduate Education and Research Board. Michael clarified that GERB is not charged with similar responsibilities like Graduate Council. It discusses specific investments about priorities being identified in Vision Ohio. Catherine is a member of GERB and Michael chairs that body. Catherine said that GERB is a small body and all it's members are members of other bodies as well, hence playing dual roles. Chester said that the language

used to describe the mission of Graduate Council is broad enough to allow us to pick up many tasks within our purview. Josie said that we should have a clear vision of our role for either case; if we have a Graduate College or if we do not.

Chester said that he sees Graduate Council as a primary advisory body for the Dean of the Graduate College. He sees it discussing substantive issues and methods to further graduate education. Duncan agreed and said that one of the roles he sees Graduate Council playing is that of maintaining quality graduate education. Maureen noted that Graduate Education cannot be separated from Research. Josie asked if Graduate Council has ever been involved in the research agenda of the university. Catherine said that it has not been involved directly, and not in a major way. Peter said that we are a body that facilitates graduate education without being deeply involved in the research efforts. David said that our university goal of doubling our research funding to \$100 million seems like something we should be involved in. Susan brought up another research issue that Graduate Council could consider discussing. She said that in many departments multiple courses are being taught by Teaching Assistants. There is no money left for providing stipends for research. Duncan noted that it is helpful to have Michael and Catherine on the GERB. Chester said that in some ways we are like any government, the constituent bodies do not communicate with each other. We can structure ourselves and can create our own charter; we have the capability to do so. Michael said that Graduate Council existed when we had a Graduate College. Carolyn said that now is a good time to outline our role and have a formal definition about our charge. Duncan said that he has been hoping to have that formalized for a while now. He would like to have some language drafted before the Provost's visit.

Discussion then focused on some decisions made in the recent past where Graduate Council could have been consulted, but was not. Housing for graduate students has been an issue of concern recently. With Mill Street apartments no longer available, the sense of community that the international graduate students enjoyed is lacking. These policies affect recruitment and retention rates of our graduate students. The Quality of Life committee can look into housing issues and child care concerns for potential graduate students.

The advantage, Duncan noted in our mission being broad is that it allows us to incorporate many details about graduate education. Josie added that our standing committees can be restructured and renamed if the need be. Hans added that we should also look into shared governance with bodies like GERB. Susan said that it would be beneficial to all, if all of these bodies share their minutes with each other. Duncan said that the minutes for Graduate Council are online and can be accessed from the hyperlink to

Graduate Council from the Graduate Studies home page (<http://www.ohio.edu/graduate/gradcoun.cfm>).

Duncan said that he would like to request everyone to send their comments about the role of Graduate Council to Chester. John said that a large amount of time of Graduate Council is spent on operations issues, which can be handled by the Graduate College if we have one. Graduate Council can then be issue oriented and can focus on advocacy for graduate education.

Chester asked about the possibility of OU changing to the semester system. He asked if the Provost will give Graduate Council an update on that. Lee said that during the President's visit to their college there was some discussion about it and the fact that it would decrease the workload. Also, in the light of a new student information system, it would be beneficial to effect the change concurrent with the set up of the new system. That way, resources are not wasted in setting up the system for one way and then spending money in a couple of years to change it. Josie said that the pedagogical value of having a shorter break in the winter is significant as well. It is hard to leave research and other projects for a six week period.

The meeting was adjourned at 4:55 pm.

Next meeting on May 12, 2006, 2-4 pm in the Governance Room in Walter Hall.

Graduate Council Minutes

March 10, 2006

Attendance: Catherine Axinn, Pat Beamish, Josephine Bloomfield, Duncan Brown, Angie Bukley, Lee Cibrowski, Donna Conaty, John Day, Glenn Doston, David Drabold, Jason Hartz, Peter Johnson, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, Michael Mumper, Chester Pach, Josep Rota, Susan Sarnoff, Katherine Tadlock, Yingjiao Xu, and Julia Zimmerman

Excused: Carolyn Cardenas, Judith Edinger, David Mould, Robert Roe, and Maureen Weissenrieder.

Guest: Sandy Turner

Convened: The meeting was convened at 2:05 pm.

1. Approval of February Minutes:

Minutes of the February 10th meeting were approved.

2. Chair's Report (Duncan Brown):

- A. Graduate Implementation Task Force: Duncan informed Graduate Council that at the April 14th meeting, one of the items on the agenda will be discussion with the members of the Graduate Implementation Task Force about the proposal for the \$2 million.
- B. Plagiarism: Duncan met with a group from Faculty Senate, convened by Faculty Senate Chair Phyllis Bernt, to discuss the plagiarism issue and will keep Graduate Council informed about the progress.
- C. Program Reviews: The Social Work and Health Sciences program reviews are the last of the reviews from the backlog. Duncan informed everyone that he has already received some of the reviews for this year. He hopes to have them brought up in the next couple of meetings. Duncan also said that he hopes to also have the September meeting this year, like last year. It will be helpful, particularly for addressing the Conflict of Interest Reviews that come through in the summer.

3. Remarks by Michael Mumper:

- A. Graduate Applications: Michael informed Graduate Council that we are ahead by 100 applications this week compared to last year. Most applications were concentrated in January and February, which is due to

the change in departmental deadlines. International applications have increased by 250 and domestic have dropped by 150. These numbers do not include the applications for the MBA cohort that will begin in July in India. Also, in response to the concern expressed by Hans about the decrease in domestic applications, Michael said that one of the factors that can account for it is the MBA program on campus which is now going to begin in June. So, the application numbers for it are in the count for summer not, fall. Overall, he said he is optimistic that we will be ahead of where we were last year.

- B. Graduate Student Senate: Last year GSS did not select an outstanding graduate faculty. They will select two this year, one of them will be the commencement speaker at the graduate commencement this year and the other one at next year's commencement.
- C. Resource Distribution Plan: The resource distribution plan is being presented to the Cabinet, Michael informed. It provides substantially greater incentives to departments by reducing the share of Regional higher education and lifelong learning. Thus, departments receive credit for student credit hours. He said that there are two parts to the revenue distribution, the tuition distribution and the subsidy distribution. There is agreement about the tuition distribution and there seems to be an agreement at least in principle about the distribution of subsidy. He explained that the Athens campus and a couple of branch campuses are on a guarantee plan for receiving subsidy. This means that they receive a fixed amount for a certain number of students until they reach the threshold.

Katie Tadlock:

- A. Change in time for commencement: Katie informed Graduate Council about the change in time for the commencement ceremonies for Friday (June 9th) and Saturday (June 10th) from 10 am to 9:30 am.
- B. Pre-registration DARS: Katie said that the Registrar's Office would like feedback about continuing to print pre-registration DARS. They are available online to students and their advisors. The current procedure involves printing two copies of those DARS and then they get sorted at Graduate Studies and sent to all departments. Catherine said that the only issue she would have is that it is hard to review the document online when the student is with the advisor in his or her office. Josie added that they use them to keep track of the 260 hour issue as well. Also, the online version does not print like the printed version received from the Registrar's office. If that can be achieved, it would make sense to not print them. But, there are certain formatting issues that prevent the online version to

print like the paper copy. Angie said that there probably is a printer friendly version option on the print menu.

Duncan asked about the students who are not currently registered, Katie said that it is still possible to print a DARS for them. Donna asked if it is possible to send the DARS to students via email. Katie said that it has been a discussion point for the new SIS, but at this point in time, it is not an option.

4. Curriculum Committee (Chris Mattley):

- A. M.Ed at the University of Education, Winneba, Ghana: Chris mentioned three concerns that the committee had: price of the program, contract structure and the nature of in-kind contributions, and finally the clause noting that half of the students admitted would be women. Chris added that the statement about having 50% women seems to be like imposing a quota. Sandy Turner responded to the concerns. She said that the cost is \$164 per credit hour, which is the same as fees charged here, without the general fees. Duncan asked if this proposal had been approved by UCC and UIC. Joe said that has been done. Sandy added that this program is exactly the same as the one on campus. Regarding the enrollment of women, she clarified that they would change the language to say that the goal is to have 50% women, and that those admitted will all be qualified candidates. Duncan added that we also should bear in mind that we are looking at the pedagogical issues and the other administrative and budget details are looked at by UIC. Sandy noted that 10 courses will be taught by OU faculty, three by adjunct faculty chosen by OU.

On the recommendation of the Curriculum committee, Graduate Council approved the proposal to offer M.Ed at the University of Education, Winneba, Ghana.

- B. Social Work: Chris noted that this is a very strong program and has filled a niche in the discipline. The only concern the committee had was the lack of diversity. Josie asked whether it was diversity in terms of gender. Chris acknowledged that there are more women than men and that this is also reflected in the national profiles. Susan responded to that saying that they have greatly improved upon that since the inception of the program. There are more out of state students as well now. One of the reasons for lack of diversity in the program is due to the fact that the outreach efforts of the department are more focused on rural areas. Most minorities tend to be concentrated in the downtown areas of big cities. She added that they are now able to offer scholarships and they have had some outstanding graduate students and that they are constantly trying to increase diversity.

On the recommendation of the Curriculum committee, Graduate Council approved the program review of Social Work.

- C. Health Sciences: There were no major concerns regarding this program. The only issue was about not having enough faculty lines. Lee noted that the statement about aggressive expansion of the School is not really true for the period when the review was undertaken. It is true now, but not for then. She recommended eliminating that particular sentence from the review.

On the recommendation of the Curriculum committee, Graduate Council approved the program review of Health Sciences, with the exclusion of the statement about aggressive expansion.

5. Policies and Regulations Committee (Lee Cibrowski):

- A. Posthumous Awarding of Graduate Degrees: Lee said that the document about Posthumous Award of Graduate Degrees, in today's packet is the updated version, based on the changes suggested in a previous meeting. Duncan said that the important thing to remember is that we are just setting the minimum standards here and the rest is up to the departments to have their own policy. David Juedes asked about clarifying what 'good standing' would mean in the context of OU-COM. Lee said that she was hoping Judith would be here to clarify that, because OU-COM was going to have guidelines about that. Peter said that good standing at OU-COM refers to having acceptable grades in their coursework. Donna added that the definition of 'good standing' is still vague. Katie responded saying that she would assume that it would follow the catalog policy which states having a 3.0 out of 4 GPA at least. Peter added that at OU-COM courses are graded as pass or failed, there are no letter grades.

Chester asked about the 75% of coursework being completed for the qualification of an award of the Master's degree. He noted that if there is a thesis requirement for that program, how the 75% would be applied in that case. Lee responded that the committee is trying to be as open about it as possible, because all of the specifics are for the departments to prescribe. Chester said that this is ambiguous enough that there could be a situation where a department would find it hard to agree upon what constitutes the 75%. He added that he is torn about it, on the one hand it does not seem like a big issue just because of the number of times it really comes up and on the other hand he wants to be sure that we set appropriate criteria. Susan asked if a letter would be sent to each department chair to indicate if these are the minimum criteria set by the university and that each department has the choice to opt out of it if they so desire. Josie said that the requirements of 'admittance to candidacy' for the award of a Ph.D. or Ed.D. differ across colleges. Lee said that is

the reason why they cannot specify a fixed number of chapters of a dissertation being completed for the qualification of award of the degree.

David Drabold asked about the possibility of faculty proposing someone's name for the award of a degree versus the family of the deceased. Joe said it would be much better to have higher university standards versus having the university prescribe minimum standards and then letting each department adding their own standards to it. The university awards degrees, not each individual department. For the award of a Ph.D. having passed the comprehensive exams seems like a minimalistic requirement. There are people who do not finish their programs sometimes even after defending their proposals. Donna added that we also need to remember that our motive here is to honor the work of the people who would have otherwise gone on to finish their degrees and have successful careers. And, at the same time, she cautioned we need to be cognizant of any external motivation while awarding a degree. It was decided that the committee would like into the specifics of 'good standing' as outlined by OU-COM.

- B. Proposal to reform the 260 Hour Rule: A proposal to reform the existing 260 hours rule was presented to Graduate Council. According to current policy the university does not receive subsidy for students who register for more than 260 hours. According to the new policy funding for students will be restricted not based on the number of credit hours they register for, but by the number of quarters for which they receive funding. Hans asked about the rationale for proposing the new rule. Michael said that some students, who do more than one masters program and a doctoral program, run into the 260 hour limit and thus are ineligible for funding. Chester said he appreciates the idea because it is very difficult to complete a Ph.D. program in History in three or four years. He also wondered about possibility of funding for the students already enrolled in the program. Michael said that the online appointment system counts hours not quarters of funding received. The new policy can only be introduced in the fall and said that they can try to accommodate some current students as well.

David Drabold echoed Chester's sentiments and said about appreciating the new initiative. He asked about how this would work for students who have received degrees from other countries. Katie said that students from India come with a three year bachelor's degree and a two year master's degree and that we credit them with 51 graduate hours. Even though she added that the Master's degree after a three year bachelor's degree is not equivalent to a U.S. Master's after a four year bachelor's degree. The M.Phil. degree from India is what we should consider equivalent to a U.S. Masters. Josie asked about the 15 (if they have a masters from another institution) versus 18 (if they have a masters from OU) quarters of support

for doctoral students. Michael said that was proposed to offset the cumulative hours for our students so that they would reach the limit at a later time.

Joe said that he likes the idea but he said he would like to propose reducing the number of quarters for which we would offer financial support. He said that support should be offered only for the number of quarters which are actually required to complete the degree. By pledging support to students for more quarters than are actually required to complete the program we are locking our programs out for new students. Also, this encourages students to take more elective courses than they need to and to not plan their program of study appropriately. Hans said that he did not think we should impose a new limit that did not exist in the past. He said that by trying to get around the 260 hour issue we are creating a new ceiling, a new problem. He added that it is a source of concern specially if they get a deserving student, and because of this policy, they would not be able to offer that student any financial aid, and might thus lose him/her. Pat added that they never have enough money to support their students. She said that they can only support their Master's students for two quarters and their doctoral students for two years.

Mark asked if it would be possible for a department to increase the amount of the stipend that would help the students with paying their tuition. Josie responded that the budget ear-marked for stipends prevents them from doing that. John asked about the number of times students actually pursue a third master's degree. Katie said it is not very common. Michael said that the issue arises when someone got a masters degree, for which they had to take 70 or so credit hours and then after that they are enrolled in a second masters which is not progressing the way it should and they have by now, accumulated a substantial number of credit hours for it. After that they enroll in a Ph.D. program, by this time they are very close to the 260 hour limit and cannot be funded. Katie said that another scenario that comes up every now and then is when students who are enrolled in a master's program, do not complete that program and decide to pursue another masters and then a Ph.D. after that. Once they enroll in the Ph.D. program, they get flagged as being close to the 260 limit. Hans said that we should not have an institutional policy that chases students away to another institution, because of our inability to fund them, as a consequence of this policy.

Jason noted that most of the discussion seems to be focused about policy for Master's students. And, if there are no issues with the policy for the Ph.D. then we can look at them independent of each other. Michael agreed and said that for the next meeting we should bring it back as two

separate proposals; time limit for master's students and time limit for doctoral students.

6. Graduate Affairs and Fellowships Committee (Peter Johnson):

Peter informed Graduate Council that this year 20 nominations have been received and Katie has handed the packets to all members today. At the next meeting the committee will bring recommendations of five names to be awarded the named fellowships.

7. Graduate Student Senate Resolution regarding split courses:

Mark brought everyone's attention to the document in today's packet. He noted that many cross-listed courses do not have any distinguishing features for the graduate component of the course. He added that the syllabus is also the same for the undergraduate and the graduate version. Mark said that there should be some oversight, either by a sub-committee of the UCC or GC that ensures that the course content is appropriate for the graduate level course. Many cross listed courses are offered and taught every quarter. Donna asked if these courses are required courses for someone's major or are taken as electives. Michael said that in the 1960s and 1970s, when departments wanted to offer Masters degree without adding new faculty lines, offering cross-listed courses was one of the ways to achieve that goal. Referring to the number of 'unsatisfied (with the cross listed course)' graduate students Julia asked if there are any statistics about satisfaction with graduate level courses only.

Peter noted that in the cross-listed courses he has taught, he has received negative evaluations from undergraduate students who feel that they are being evaluated on a higher standard. John said that in the College of business, due to the nature of the programs that are run as a cohort, the only option for some students who want a graduate level course is to take a cross-listed course. Chester said that we also need to interpret the data appropriately by asking about the specific experience of students in a cross-listed course. He added that he teaches one of those and that there are 40 undergraduate students and eight graduate students in that class. He said that the class focuses on the undergraduate curriculum more than graduate. Chester said that he is sympathetic to the issue and does not intend to dismiss the concerns of GSS. The reality of numbers reflected in the ratio of undergraduate and graduate students in a cross-listed course dictates the primary audience for teaching that course. David Drabold added that it also depends on whether that course is a required course or an elective. In their department, they sometimes use these courses as a remedial tool.

Jason asked if there was a procedure about these courses being approved by a committee. Catherine said that she sits on the UCC and that every cross-

listed course gets looked at by them. She added that many courses do not get approved and are sent back to departments. Catherine noted that many a time the faculty who teach a cross-listed course leave and the next person teaching it, may or may not follow the guidelines. She said that the department chair can look at the syllabus of a cross-listed course to ensure that the course content is appropriate for a graduate class. Catherine noted that in the class she is teaching, there are 30 undergraduate students and one graduate student. The class is taught with the primary audience being the undergraduate students, but the graduate students is required to do more work and at a higher level.

Susan said that it would be an overkill to have the department chair look at each and every syllabus of cross-listed courses. It seems like extensive work for a problem that might not be so rampant. She added that even a reminder about this policy can fix 90% of the problem she believes. She also noted that it should be a part of the orientation for new faculty. Katie said that the syllabus should specify the quantitative difference and that students might not be aware that they do have an option for recourse. Pat said that it is best to educate new faculty and that a reminder can come from UCC or GC. Angie said that two years ago when she taught a cross-listed course for the first time at OU, the department chair explained the differences and requirements that should be expected out of the graduate students in that class. Chester said that we offer more cross-listed courses than we would like, and that is just a product of necessity, not of choice.

8. Discussion Item, Planning and Strategy Committee (Chester Pach):

Chester reminded Graduate Council that Provost Krendl will attend the May 12th meeting. He added that as Vision Ohio is formalized, we do not have a clear indication of the role of this body. The Graduate Education and Research Board seem to have a big role to play and so do the Implementation Teams in the Vision Ohio. Members of Graduate Council are members of the above mentioned bodies but Graduate Council as an entity has not been involved in it. He added that we should not wait to be told what our role is going to be. We should delineate our role for ourselves. If we have a Graduate College then Graduate Council could serve in an advisory capacity to the Dean of the Graduate College. Michael said that we need a strong Graduate Council to further graduate education and accomplish our goals. He also clarified that the Graduate Education Research Board that has only one member from Graduate Council is not a part of the decision making body for Vision Ohio. David Drabold concluded the discussion that once there is clarity regarding the structure, we will all have a better sense of our roles.

The meeting was adjourned at 4:10pm.

Next meeting: April 14th, 2:00 – 5:00 pm in the Governance Room in Walter Hall

Graduate Council Minutes

February 10, 2006

Attendance: Pat Beamish, Duncan Brown, Angie Bukley, Carolyn Cardenas, Lee Cibrowski, John Day, Glenn Doston, Judith Edinger, Jason Hartz, Peter Johnson, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, Michael Mumper, Chester Pach, Susan Sarnoff, Katherine Tadlock, Maureen Weissenrieder, Yingjiao Xu, and Bill Rhinehart filling in for Julia Zimmerman

Excused: Catherine Axinn, Josephine Bloomfield, Donna Conaty, David Drabold, David Mould, Robert Roe, and Josep Rota.

Convened: The meeting was convened at 2:08 pm. Packets with agenda were distributed and the sign-in sheet was passed around.

1. Approval of Minutes:

Duncan, I have a question here—in my notes I have, “additional materials that were relevant to the case were” for page 7 of the minutes from January. I believe the comment refers to Bruce Brown’s conflict of interest review. But, I am sorry that I missed the latter part of that sentence. I am writing what I interpret it as.

Additional materials including a letter from Valerie Young, the Graduate Chair of the department of Chemical Engineering and email correspondence between Katie Tadlock, Duncan, and Valerie has been included with their conflict of interest review documents. Bruce Brown has withdrawn his application for the Ph.D. program, he will submit a new application.

Lee Cibrowski asked for a correction to be made on page 8 of the minutes. She said that it should be the “7 year review” not the 8 year review.

2. Chair’s Report (Duncan Brown):

Duncan apologized for the emails he had sent earlier in the week, which remained undelivered to everyone till today.

- A. Provost’s Visit: Provost Krendl will be out of town on April 14th. She will come to the May 12th meeting. The future of Graduate Council in a post Vision Ohio Ohio University will be discussed.
- B. Attachments: The mission statement of the Graduate Council is on the agenda (item #7) today. After discussion Chester’s committee can prepare a statement. We can discuss it in the March and April meetings, before the Provost’s visit in May 2006. We should be proactive in our

stance and not just respond to the emerging scenario. Graduate Council needs to discuss where it fits in the new structure. Another attachment is about the Graduate Education and Research Board.

- C. Program Reviews: Full program reviews for upcoming programs will be sent electronically. Today there are paper copies in the packet.

3. Associate Provost for Graduate Studies, Michael Mumper:

- A. Enrollment: Enrollment for fall quarter was off by 100 students, for winter quarter is was off by only 15 students. Last year was not a high enrollment year, but it seems like we are bouncing back to where we were a couple of years ago.
- B. Applications: Application numbers are ahead by 250 from last year in this week. This increase is spread across programs and types of students. International applications are up, and there is a substantial rise in applicants from Turkey, the Middle East, and Thailand. All of these are places where we have been recruiting in the last year. Our applications from China and India are also going back up. Recruitment efforts have been initiated in these two countries as well.
- C. Graduate Priorities Implementation Team: They did not have much to report; discussions have been ongoing and no decisions have been made yet. One of the items was to gather feedback from constituent groups and that process is going well. Another initiative is to get Graduate Council and the implementation team to meet with each other.
- D. Graduate Education and Research Board: The Provost asked Michael to chair the Board; the membership of the Board was announced yesterday. Catherine Axinn is the Graduate Council Representative on the Board.
- E. Innovation Incentive and Economic Growth Challenge: In the previous state budget an innovation incentive was announced. A state level committee comprised of Provosts and other similar officials of all major universities in Ohio was responsible for initiating it. The plan involves holding back 1.5% of the doctoral subsidy which is in turn matched with the same amount of new money. This money is then available to invest in specific graduate programs. If no action is taken by the end of the fiscal year the money for that year is lost. Draft 7 asks us to take half of 1.5% of doctoral subsidy (in our case \$143,000), set that aside and identify a plan to reallocate funds. A proposal delineating our plans for the money must be submitted to the state. If the proposal is approved, then we receive the same amount from the state for ten years. Once things are finalized, we will have to act very quickly. We can look back at actions taken since 2003 to help us identify

areas to focus on for our proposal. John raised the question about constraints that will be faced in this process and what if we identify areas that are not acceptable at the state level. And, what if more than one school identifies similar areas? He asked if there was any talk about coordinating with other schools in the planning process.

Second Year onwards an outside panel chosen by the Ohio Board of Regents will be in place to help with this process. Glenn asked if each institution will have the opportunity to select areas of interest. Michael responded that the areas would be economic growth and the Third Frontier Project. These are programs that have an economic impact for the state; they include STEM Science, Technology, Engineering, and Mathematics. Carolyn asked if it would be specifically targeted to doctoral programs or terminal degree programs. Michael answered that it would be taking money from doctoral subsidy and that they will be identifying areas and not programs. Chester stated that in terms of allocation of centrally held funds all we hear about are budget cuts. He asked where the money (that is going to be distributed) come from? Michael responded that with the budget cuts, some money will go to the central pool to fund Vision Ohio projects and that will be divided between undergraduate and graduate priorities and other areas. Maureen asked whether it was Michael or the Provost who sits on the Board. Michael explained that it was the Provost and that there is some discussion going on in the Regents Advisory Committee on Graduate Study about this.

Katherine Tadlock:

- A. Registrar's Office: They are asking for a consensus at the college level for making the RAC visible on the DARS. At the undergraduate level students get their RAC from their advisor during advising. This offers a small recognition for Graduate Students in the expectation that they could manage programs on their own and be more responsible than undergraduates. She said that she is in favor of this proposal, but if a college is not interested, then they should let her know. She added that if she does not hear from anyone in a couple of weeks she will assume that there is no conflict towards the suggestion.
- B. TOEFL: The new policy was included in the handouts for students at the winter quarter orientation.
- C. MAGS: Information about the Midwestern Association of Graduate Schools, Thesis Competition will be sent out shortly. Brochures for Named Fellowships will be sent out next week.
- D. Orientation Information: Katie introduced her graduate assistants, Malinda and Lisa who have been working putting together the orientation sessions

for new graduate students in the fall quarter. The orientation will focus on how to make the transition for graduate students easier. This is not meant to replace the departmental orientation. The process of identifying what they orientation would encompass involved the following steps:

- a) Identifying that our goals are aligned with those of Vision Ohio
- b) Literature Review
- c) Student Survey
- d) Departmental Survey

Katie posed the question, should there be a University wide general orientation that gets a set of information conveyed and helps accomplish certain tasks for the incoming graduate students? In terms of research on best practices and looking at existing models of graduate student orientation, it seems like it is important to have a general orientation. It can be handled by OGS, following a service fair model. It would be one-stop shopping where graduate students could take care of their graduate appointments, complete I-9's, fill payroll forms, receive OU ID's, and parking permits. It would be sort of a University welcome for an incoming class of Graduate Scholars. Also, it will free up time for departments to focus on academic issues of expectations, integrity, course scheduling, and so on. Tinto stated that academic integration comes before University integration at the graduate level. At the undergraduate level it is reversed, with the first affiliation being with the university. There has to be recognition of the need of graduate students to connect with peers in their programs and outside their programs. Cross program connection opportunities fade away if students do not have access to them early in their academic life at a university.

Katie said that they have presented a very quick review, and that this power point presentation and the data collected will be sent to all members via email. Chester asked if there was a timeline for which this was being proposed. Katie said that it is being proposed for Fall of 2006 and that we will be working with ISFS and OPIE and with the Teaching Assistant Orientation. There are a number of departments that have two day orientations so we are trying to find the right day and time to do this one. It is anticipated that this will relieve the departments of some of the load. Duncan asked if this meant that the department orientations can be on Friday, and Katie responded that yes, they could be. Maureen asked about the departments whose orientation lasts more than two days. Michael added that this would not replace, duplicate, or interfere with that, but simply add some extra value for the students. The principal audience would be those who are not receiving any orientation at the departmental level. This is not going to be mandatory, so if there is a conflict in the time that this general orientation is being offered and their departmental orientation, they can choose not to come to this one. Maureen asked if this could be spread out, like maybe in the first week or the third week of

the quarter since there is a lot going on that week. Katie answered that the idea is to have it in the CSC building or in the library, and then continue to offer ongoing training and services. Michael added that the summer before Graduate school students are anxious and the orientation before classes begin will help quell their anticipatory anxiousness. Malinda added that this information will be available online so that students who could not attend it in person can still look up these resources. Susan commented that students would appreciate this and asked when the departments would know about the date and time of this orientation. This will facilitate in them planning their orientations. Duncan said that they finalize their schedules in the middle of spring quarter, so if this information is available to them by the third week of spring quarter it will be helpful. Carolyn added that it would be extremely helpful to students if someone could explain the financial side of their graduate programs to the students, such as health insurance, retirement, and stipend versus tuition remission and so on. Michael asked if that would be a general session or if it would only be for those having a graduate appointment.

4. Admissions Requirement Committee (Josie Bloomfield):

Bruce Brown's application has been withdrawn and the memo from Valerie Young is included in today's packet.

5. Curriculum Committee (Chris Mattley):

- A. Education Studies: Chris Mattley said that the Program review for Education Studies was undertaken in 2003. Some of the issues mentioned in the program have already been corrected, reorganization carried out, and weaknesses have been addressed. The committee recommends that Graduate Council accept the review. Catherine Glascock, said that three of their programs are nationally recognized. Out of the 13 faculty members only two are untenured.

Duncan added that this is the last of the delayed reviews. By the June meeting we will not only be caught up with all of the old ones but also will have started with new ones. All members voted in favor of accepting the review.

- B. Music: Duncan said that given Donna's absence today, questions about the program will not be able to be answered. He added that Chuck McWeeney said to go ahead with discussion and table the review if we have concerns. Chris noted that it was a pretty strong review. The concerns of the reviewers were concerns about the availability of resources. Their findings included a need for regulation of heat and humidity in buildings because it was causing damage to instruments which

were then constantly being repaired. All members voted in favor of accepting the review based on the recommendation of the Curriculum Committee.

6. Policy and Regulation Committee (Lee Cibrowski):

Lee stated that the committee decided that it was hard to have one set of rules or policy to apply to all departments and programs, therefore they recommend setting minimum standards. Judith added that discussions at OU-COM are ongoing, but there has not been much feedback yet. Chester said that he is concerned about both issues: how much does it really matter to have a policy in place given the number of times this will actually be applied. And, on the other hand, the standards being discussed seem minimalistic. There is a huge difference in program requirements across Social Sciences. He added that he is unable to justify in his own mind lowering of standards for someone who died. Pat added that one of her doctoral students died while working on her dissertation. She did not have her proposal done. Pat said that she always wished she could have facilitated the granting of the degree to her. Most of the late student's work was at the front end. She noted that the human and emotional component of a situation like this need to be addressed. The dissertation was important to that student and she continued the work on it until very close to the time of her death. Judith commented about procedures and to the degree being awarded in a public versus a private ceremony, adding that in a class students tend to get close to each other.

David said at the undergraduate level, you have to be a senior (being 75% done) to be considered for an award of a posthumous degree. If a similar model is followed at the graduate level, how can that 75% be identified? Having a policy protects the department. Also, at the graduate level, this would need to be approved by the student's graduate committee and the college. Hans said that if a department did not have a policy in place, then by default it would not award a posthumous degree. Lee asked if departments would have to award a degree based on the minimum standards set by the university. Mark asked about the impetus for initiating policy about granting posthumous degree. He asked if this was only respect for the deceased, or for any other reason. Lee responded that sometimes the family of the student might establish a scholarship in the deceased student's name. Duncan brought up the fact that the original impetus was that there is a policy for the undergraduates and not for graduate students. If a department decides to award a posthumous degree, there would be the minimum standards to comply with. Susan added that at a university she attended this happened twice and that without a policy discussion gets emotional and is not centered on academic issues and the degree in concern. Chester stated that if Graduate Council passes this policy, then departments should take action accordingly. The policy should be in place and the departments then decide

to either opt-out and if they do so, then they should not visit the issue for specific cases. Also, if they decide to opt-out of granting posthumous degrees, it should not mean that they have to grant them based on minimum standards set by the university.

7. Discussion Items:

We should be proactive about it so that we have a clear role in the post Vision Ohio Ohio University. Duncan asked about the role of GERB in subsequent years. Michael said that every two years they will identify new priorities for investment. Pat asked if the money would be granted to programs or would be designated for areas of emphasis. Michael responded that it is hard to invest in a general area, without money going to a specific program. Also, he added, academic areas conform to traditional disciplinary boundaries. Pat asked if that money would become a part of the base money for those programs, or it would be only for those two years. Michael answered that the investment would probably shift to a new area every two years. Hans said that in one of the meetings the Provost had mentioned that programs that receive the investment would have to generate more funds to return the invested amount. Michael said that we should identify some metrics for success.

Chester stated that the Vision Ohio document does not empower Graduate Council to implement decisions or make decisions for investments. John asked about the role of Graduate Council if OU was to have a graduate college. Would the Dean of the graduate college have more decision making powers than Graduate Council? Susan said that many graduate colleges do not include master's programs, and departments have the choice of opting out of the graduate college. Michael said that they did not see this format in any of the ten peer institutions. Duncan added that five members of Graduate Council are on the Graduate Implementation Team so this is significant input for the team.

Duncan said that we think about what graduate education should be like at Ohio University. The Planning and Strategy Committee of Graduate Council used to be an ad-hoc committee, but now it is a standing committee. This goes along with our efforts to get Graduate Council to contribute more towards graduate education. The new policy on conflict of interest coupled with the two-tier process will free up time for us for more discussion along these lines. There was some discussion about the nature and membership of the GERB. Michael said that the GERB is tied to graduate education not just research. The voice of this group needs to be heard on it and that is why one member of Graduate Council serves on that Board.

John said that we should also define for ourselves what characteristics we look for in programs. Then, it would be easier to process program reviews, because we could see how they measure against those characteristics. He

added that even though there is significant variance across disciplines and their graduate programs, at least some sort of guidelines can be developed about availability of resources and faculty and so on. Duncan said that David Ingram, the Chair of UCC is also unhappy with the program review process. This process was designed to review undergraduate programs and graduate programs are just made to fit into them.

Meeting adjourned at 4 pm.

Next meeting on April 14th, 2-4 pm in the Governance Room in Walter Hall.

Graduate Council Meeting Minutes
January 13, 2006

Attendance: Catherine Axinn, Pat Beamish, Josephine Bloomfield, Duncan Brown, Carolyn Cardenas, Lee Cibrowski, Donna Conaty, John Day, Glenn Doston, David Drabold, Judith Edinger, Jason Hartz, Peter Johnson, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, Liz Miller, David Mould, Michael Mumper, Chester Pach, Josep Rota, Susan Sarnoff, Katherine Tadlock, Maureen Weissenrieder, Yingjiao Xu, Julia Zimmerman, Valerie Young for Angie Bukley.

Guests: President McDavis and Brooke Hallowel

Excused: Angie Bukley, Robert Roe.

Convened: The meeting was convened at 2:10 pm. Packets with agenda were distributed.

1. President McDavis:

President McDavis apologized for being late, his previous meeting ran over. He said that he would like to make some introductory remarks and then open the floor up for questioning. He said that the four dominant themes so far of the Vision Ohio document have been to increase national prominence, increase diversity in the student, staff, and faculty populations, increasing resources and expanding partnerships. He added that graduate education is a critical part of all of these four themes. It is one of the core values of an institution to have a strong graduate program and that is a sure way to achieve national prominence. He said that he believes that the educational experience is enhanced in a diverse atmosphere. This means that we have to recruit and retain the best graduate students from all over the world so we have to lower fees and increase stipends to attract them. They should have access to all resources to succeed. So, we have to offer more scholarships, more fellowships, and have more endowed chairs. We have to "transform aspirations into achievement". He added that he is committed to this goal even in the time of budget cuts. This just means re-alignment in the budget process. He said that he is also committed to increasing the research grants to \$1 million in the next few years. Also aligned with this goal is to support high quality graduate programs that serve the state and the community. He also added that we should be able to provide appropriate services to graduate students towards their professional development and to prepare them for academic careers that lie ahead of them. This means that we have to identify selective investments, which does not mean that we will ignore other programs. It just means that for

now we will focus on those that can help us achieve national prominence by building on the research process that is already in place. One of the important goals of Vision Ohio is to manage resources efficiently. There is a three year target date from the date of launch of the new budget procedures to go into effect. He said that he has been talking about having a Graduate College and that he is hopeful that it will come as a recommendation from the committee responsible for it. He added that having a graduate college will help us in many ways, it will elevate graduate education and it defines the importance of graduate education. He said that this is the optimistic message he comes with today.

Joe thanked the President for his optimistic message and said he favors increasing graduate enrollment, but wondered how we envision providing support to the increasing number of graduate students. The President said that we will look at National Institute of Health and National Science Foundation for increasing grants to us. In the short term increasing grant allocation can help support the increasing number of graduate students. But, in the long term it will be a part of the capital campaign to increase funding.

Duncan said that a problem in the last two years that has had a serious impact on providing funding to graduate students has been the cut in the OGS fee waivers. Most international students will come if they have fee waivers. The President said that it is a critical issue and that this is a priority in the Vision Ohio.

Josie said that five members of Graduate Council are members of the Graduate Priorities Implementation team and they have been putting in a lot of time and hard work in researching other institutions about the establishment of a Graduate College. She said that the President's quotes in the newspaper that he hopes to have a Graduate College undermine the work of the team. It seems that if the decision has already been made then the research they are doing might not be pertinent. The President responded saying that if that is what the team recommends then he will change his mind. He said that his belief in a Graduate College stems from his personal experience. He said that having worked in one for five years, gives him that hope and also most of our peer institutions have a Graduate College as well. He further added that if we can further graduate education and achieve our goals without a Graduate college, then that will be fine, but he would want to know why the team did not recommend it.

Josie said that some members of the implementation teams feel that decisions regarding certain issues have already been made at another level and that faculty are part of these teams and committees for not much

at all. Carolyn said that also there is discussion among faculty about the elitist notion of the 'brightest minds will serve the brightest undergraduates and graduates'. And that isolating certain faculty for such endeavors like not having a Pulitzer Prize winner teach a freshman class. The President said that the committee will recommend is some sort of a graduate school structure to oversee and manage graduate education. This body if not a graduate college can maybe then be a model for other institutions. We do not want to weaken our strength; instead we want to build on it. We do not necessarily have to follow the same path as our peer institutions, but we do have to excel. David said that it hard to know in the abstract form what it actually means to propose to have a Graduate College. We do not know if we have the resources to support it. The President said that we might have to delay the implementation for a few years, but we can at least have an idea of the structure. We need to focus on the issue of structure and not on the issue of resources. Among the top 50 institutions in the country, most of them have some sort of a structure akin to a graduate college. It is about "not where we have been but where we want to go".

Chester said that since the number of students has decreased and with budget cuts, it seems to be a time of crisis and how does the President remain so hopeful of success? The President said that he has seen the other side of the budget realignment. He added that state governments cannot continue to ignore higher education. Once we realign our budget and priorities then we can decide on where to spend the money that we have saved. He said the he does not see diminishing revenue, but instead new ways to generate revenue. He said when he came to OU he did not see any documents that indicated that graduate education and research were a priority here. And, now that we have said that they are a priority, then we are going to make decisions in consonance with those priorities. Maureen asked about the planning process at the Cabinet level. The President said that we have four to five years of no new funding. No university can take hits for so many years and not suffer. We have been living off of carry forward money and trimming around the edges. We cannot go about business as usual; we need to have a debate about this. We have to be realistic about where we are and where we are going to go.

Susan raised the issue of balancing budgets and making decisions at the individual unit level. The President said that there are going to be some limitations for all units. We have to ask questions, find answers to fix this. We have to see how we got here: there has been a tuition increase by 9%, and then by 6%, and then by 1% to the Gateway scholarship fund. There was a 3% decrease in subsidy, followed by a 3% increase in salaries from July 2006. Also, health care costs went up by 13-17% and our natural gas cost went up by \$1.2 million. We cannot just focus on one

thing, we have to have a plan and share that with all constituent groups. Michael added that increase in graduate tuition has hurt us but we still have to try to increase the number of fee paying graduate students. The President agreed saying that Ohio is becoming a high tuition state. The tuition increase for the next year is 6%. Maureen asked if differential tuition for different programs had been considered. The President responded saying that private universities do that more than public universities. But, it is an idea and we should talk about it. It becomes interesting because all departments want to be a part of it. Miami university made a decision and they have to live with it now. We offer a great value at the level of undergraduate education; we have to be able to offer the same for graduate education too. We should keep up the high number of applications. This year they were more by 600 even after the 6% increase in tuition. We have to look at value. David said that the rumor mill says that Miami is doing quite well with the new plan. The President said that they have 200 less students this fall than last year. They had to dip into their endowment funds, so they have not been successful.

Josie asked if there were any projects in the pipeline for graduate students that would be considered similar to the Urban scholars and the Appalachian scholars programs at the undergraduate level. The President said he would like to, but that there are no resources for that. And, that it comes back to running a capital campaign. It is hard to run a campaign to see fellowships at the graduate level. People like to give money for the first degree, but not for the second and third degrees. They believe that students should pay for those themselves. Josie said that even if a little money is set aside for that, maybe a part of that 1% that is going to the Gateway fund. The President said that it was a fair suggestion. Duncan added that minority scholarship and Appalachian scholarship are a valuable resource. Susan said that we have a very limited child care facility on campus. A lot of the international and minority students turn away because of that. She said that they lost two students to different institutions because OU could not make a commitment to those minority students that their kids would be placed at the Child Development Center. David added that housing is also an issue for international students. Josie added that she has heard from people that closing Mill Street apartments was a big blow to the international student network. Duncan said that the Mill street network used to work well. The current students would contact the incoming and help the new ones find a place. On that note the President thanked Graduate Council for inviting him and he said, "I will be back".

2. Approval of Minutes:

Corrections were made to the minutes from the October 14th, and November 18th 2005 meetings and the minutes were approved.

3. Chair's Report (Dr. Duncan Brown):

1. President's visit: Duncan informed Graduate Council that President McDavis had a conflicting meeting and will be here shortly.

2. Thanks to PRC: Duncan thanked Lee's committee for working on the proposal to grant posthumous degrees to graduate students.

3. List-Serv: Duncan said that the Graduate Council list serve has been enabled for one year and has only been used once so far. He said that he checked the members list on Thursday and half of the current members are on it. He added that he will send instructions for the list serve and then in a few days a test message will be sent.

4. Conflict of Interest Reviews: Duncan said that the Conflict of Interest and Program Reviews were sent via email earlier because of a prior discussion that it might not be best practice to post them on the list-serv for Graduate Council to discuss them. Due to their sensitive nature, making them too public would be an invasion of privacy. He added that he could not see anything that would prevent anybody from signing on, as long as they have a valid Ohio ID.

5. Graduate Priorities Implementation Team: Duncan requested the Chair of the Graduate Priorities Implementation team, Josie, to present an update and the implications the establishment of a Graduate College would have for Graduate Council and for Chester's committee. Josie said that they have been collecting best practices from aspirational peers. There has been an ongoing discussion, whether or not to recommend the establishment of a graduate College. If a Graduate College is established, Graduate Council would then become a more robust policy making body. Duncan said that Michael had provided information about Graduate Colleges at other aspirational peers, and it seemed that Graduate Councils had a clearer role in those institutions. Another matter under discussion was about the graduate stipends at OU. They are not competitive, other institutions in Ohio offer higher amounts. Also, we have general fees, and high health insurance rates for family members, particularly for international students. Duncan added that we are an exception, not the norm when it comes to low stipends and high health insurance rates. Josie said that Phyllis Bernt (from Faculty Senate) will analyze the General Fees to see where they actually end up in the University.

6. MBA site change: Duncan brought everyone's attention to one of the documents in the packet. This is an amendment to an earlier proposal for delivery of an existing program at a new location. It is being proposed to now offer the program in Bahrain and not in Malaysia. Josie asked about the security issues about teaching in Bahrain. John responded saying that their partner in Bahrain indicated that the costs involved in having people mover to Malaysia for a couple of years to pursue the degree were prohibitive and that there are no perceivable travel hazards. He added that no agreement has been signed yet, all of this is still under discussion.

7. Faculty classification: Duncan informed Graduate Council that Faculty Senate is reviewing the faculty classification about granting graduate status to certain faculty. He added that faculty senate is looking for input on this.

4. Associate Provost of Graduate Studies (Michael Mumper):

A. Recruitment Money: Towards the end of winter quarter \$2500 was transferred to each college for them to forward the same to recipient departments.

B. Stipend Enhancement Fund: The decisions of the Stipend Enhancement Competition were made known to departments in mid-December. This was done so enable Graduate Chairs to make offers to prospective graduate students.

C. Applications for Fall 2006: Michael said that the handout in the package depicts yesterdays application numbers. They are up from last year this week. There have been noticeable improvements from places where we have been recruiting, Lebanon, Jordan, Thailand, and Turkey.

D. Enrollment: Enrollment was down in Fall quarter by about 50-75 students. But, this week, we are at the same number as we were last year. In the College of Education, one of the cohorts (Education Administration) has about 26 or 27 new doctoral students. Rest of the numbers are distributed across the board. Joe Rota commented that International Studies ends up under miscellaneous, so where could the numbers specifically for it be found. Michael answered that when one looks up numbers by program, International Studies is there.

E. ETD Director: As of January 23rd 2006, ETD will have a new director, Angela McCutcheon. Michael said that Dave Drabold and Wayne Chiasson have been very helpful with the search process. He also added

that he is the acting ETD director and requested patience from all during this transition phase.

Maureen asked Michael how he sees the cuts proposed by McDavis impacting the graduate scenario. Michael responded that he had not heard that the graduate school would be immune. The Provost is aware that some cuts might hurt the recruiting efforts. Maureen also asked about stipends and waivers. Michael said that everything was on the table and that OGS has lost \$800,000 in the last two years in fee waivers. They have lost \$800,000 (\$400,000 a year for two years). Duncan suggested saving that question for President McDavis. He also said that the higher numbers of applications from the countries where recruiting efforts were focused should be used to make a case for not cutting the recruitment budget.

5. Policies and Regulations Committee (Lee Cibrowski):

Lee said that the model used by the Bachelors and Associates degrees to grant posthumous degrees cannot be used for graduate students because of the issue of the requirement of completion of a certain number of credit hours. She added that Masters programs have a broad range of credit hours, anywhere from 45 to a 100 hours. The committee then thought that it would be better to have a percentage of hours instead of an absolute number. But, then there is the issue of internships, thesis, performances, and portfolio requirements and so on. Also, OUCOM students would have some other conditions apply as well. So, Lee noted that the committee can propose a minimum set of requirements and then departments can add their specifics to them. Peter Johnson commented that there is a place in the documents for the involvement of the thesis and dissertation and the committee has already signed off on them. Duncan said these guidelines would apply very clearly in his school. At OUCOM though, students do not have a 'committee' so there would have to be some other mechanism in place. Lee commented that each program is unique and it is rather difficult to write policy that would apply equally to all.

David asked about the number of times this had happened in the past. Duncan responded that three years ago this potentially could have happened with a student in his department. He explained that when the undergraduate policy was passed in 2002, it gave impetus to a policy at the graduate level being instated. A proposal came through, but it did not go much further. Pat added that it happens more often than it is brought to anyone's attention. She clarified saying that that people do not know the right forum for raising this issue. Chester suggested that the threshold be set at "being admitted to candidacy". Lee agreed with putting the minimum standard there. David posed the scenario if two people were in

a boat, and both died in the accident and if they both were from two different departments then one gets a degree posthumously and the other does not. Therefore, David thinks a uniform policy would be better. Duncan stated for the members of the council to email suggestions to Lee and the committee can bring it up for discussion next month.

6. Admissions Requirement Committee (Josie Bloomfield):

Discussion began with Maureen asking how many non-degree students go on to pursue degree programs. Katie responded saying that it is up to the department to transfer courses from a student's non-degree program to their degree program. Some programs in the College of Education admit their students as non-degree seeking students and then they move on to be degree seeking students. They are required to do a new application at the time of becoming degree seeking. Maureen asked if some people fall through the cracks in this process. Katie acknowledged saying that there was an incidence of one person who was graduating from the program, but had never been admitted as a degree seeking student. Katie said that one way to overcome that is to have CNS generate a quarterly report of all non-degree seeking students and credits they have accrued in the last six years. Catherine suggested that maybe having some sort of a colored indicator in the non-degree seeking student's file might trigger the attention of the person handling the file. Carolyn added that it can also be added on the Form 18 and that also could be something that one could watch out for.

Conflict of Interest reviews for Cheryl Hanzel and Taeil Kim were approved. Then Josie initiated discussion about Mark Singer and Bruce Brown, whose situations seem to be very similar. She added that their advisor checked "Yes" to the student being subordinate to the faculty in the academic program. Valerie said that in these two cases the strict application of policy and rules might not be correct. Josie asked about the money that was being used to pay these two employees. Valerie said that if they take a leave of absence and then come back, then it will meet the literal reading of the policy, but it is not going to actually change the situation. All it does is removes the situation from the purview of the decision by this body. The money is coming from the external research grant generated by faculty. So, Dr. Nestic could either be funding his employee or his graduate student. Duncan said that a person who was in-charge of their technical facilities graduated two years ago and is now an employee of the department. He said that it is a very different dynamic and relationship that he has with everyone in the department now versus when he was a student. He now sits in the faculty meetings as well. Joe said that there should be some consequences for Bruce Brown since it was indicated that his supervisor would not be his academic advisor, but it

turned out that he was. Discussion about Mark Singer and Bruce Brown had to be adjourned in the interest of time. Valerie Young offered to come back to another meeting to provide the department's (Chemical Engineering) point of view. Duncan thanked her for that and asked Graduate Council to address the last issue on the agenda, the seven year program review of the Hearing, Speech and Language Sciences.

7. Curriculum Committee (Chris Mattley): Chris said that she struggled hard with this review. One of the reviewers who had made unfair comments was at some point in time removed from the review process. Brooke said that in the 7 year accreditation process, the internal reviewer was removed, but he was the one who had drafted this document. Chris said that she was concerned about it going to UCC in its current format. She said that she would like the Dean and Director's responses to go along with the review as well. Brooke said that Marty Tuck had mentioned that they could remove the unfair comments from the document. And that they are just looking forward to see it completed. Duncan said that the letter that Graduate Council sends to UCC could emphasize that we accepted the review with these two provisos: that the full responses from the Dean and Director be included and with the revisions that include deletion of the objectionable comments. Duncan added that he would like to see David Ingram, the current chair of UCC increase the number of members by a couple so there are at least two internal reviewers, one can be an experienced reviewer and the other a shadow. This would be a good way to build institutional memory.

There was no new business and the session was adjourned at 4:18 pm.

Next meeting on February 10th 2006, 2 to 4 pm in the Governance Room in Walter Hall.

Graduate Council Meeting Minutes
November 18, 2005

Attendance: Catherine Axinn, Pat Beamish, Josephine Bloomfield, Duncan Brown, Angie Bukley, Carolyn Cardenas, Lee Cibrowski, Donna Conaty, John Day, Glenn Doston, Jason Hartz, Hans Kruse, Liz Miller, Michael Mumper, Robert Roe, Josep Rota, Susan Sarnoff, Katherine Tadlock, Yingjiao Xu, Bill Reinhart for Julia Zimmerman, Joanne Bray for Judith Edinger.

Excused: David Drabold, Peter Johnson, David Juedes, Mark Mecum, Christine Mattley, David Mould, Chester Pach, Maureen Weissenrieder.

Convened: The meeting was convened at 2:10 pm. Packets with agenda were distributed.

1. Approval of Minutes:

Several corrections were made to the minutes from the October 14th, 2005 meeting. The amended minutes would be circulated via email before being approved.

2. Chair's Report (Dr. Duncan Brown):

1. President's visit: Duncan informed Graduate Council that President McDavis will be attending the first hour of the January 13, 2006 meeting. At this point there is a conflict in the President's schedule, but it seems that it will be sorted and he will be able to come.

2. Assignments for standing committees during winter break: Duncan said that he would like to send two assignments for the standing committees to work on during the upcoming winter break.

B.1. Posthumous degrees: Duncan informed Graduate Council that the university has a policy of granting posthumous undergraduate degrees but not graduate degrees. He added that Raymie McKerrow had started this process a few years ago. He explained that the process did not go much further because just changing the language of the undergraduate policy to fit the graduate requirements does not work because of the credit hour requirements and other issues.

B.2. Ohio Bill 24: Duncan informed Graduate Council that Faculty Senate is looking into the Ohio Bill 24 Academic Rights and responsibilities. There is a procedure in place for dealing with grievances about grades

when a Professor is involved. But, there is no procedure in place if the instructor of record is a graduate student. Duncan asked Council if the Graduate Affairs and Fellowships Committee would be the appropriate committee to deal with this. Katie said that it probably is and Lee agreed.

3. Associate Provost of Graduate Studies (Michael Mumper):

1. Multi-cultural Visitation: Michael thanked everyone for participating in the multi-cultural visitation that took place in the first week of November. He informed Graduate Council that there were 60 participants this year and now we should try to turn those participants into applicants and then those applicants to matriculants. He added that this was the first visitation after the leadership change in the office of Multicultural Graduate Affairs. For the next year the visitation might be held on a Thursday and Friday instead of Saturday and Sunday. He added that Eddith Dashiell is interested in everyone's comments about the visitation.

2. International Recruitment: Michael informed Graduate Council that Beth Clodfelter (Assistant Director, Center of International Studies) is in the Middle East and Turkey for recruitment. Early next year there is one trip each to East Asia and Mexico and that will be the last of recruitment travel for this academic year. He also told everyone that all the leads or prospect information is entered into a database. This then facilitates the sending of an automated email response system has been set up, which sends a 'thank you' email to the potential student and another one to the graduate chair of the department of interest indicated by that person on their form.

3. Recruitment Grants: Michael said that \$85,000 has been allotted in grants in chunks of \$2500 or less. This grant money can be used for creating brochures, redesigning websites, faculty travel, and other recruitment related activities. He also added that we need to monitor our efforts more closely and then compile a best practices document that can be shared at large at the university to spread the success.

4. Stipend Enhancement: Michael informed Graduate Council that \$500,000 worth of proposals were received for the \$200,000 that was available to be given as stipend enhancement grants. He said that in early December departments would receive notification about the funds that will be available to them for the next fiscal year starting July 1, 2006.

5. Staffing Updates: Michael presented the recent updates in staffing at Graduate Studies. He informed Graduate Council that the position of Director of ETD (Electronic Thesis and Dissertations) has been approved and the advertisement will be in the regional newspapers on Sunday. He also added that the deadlines for ETD submissions will be moved closer to the Registrar's deadlines so that students have more time to submit their documents. Another change is that of Lisa Poston now being the Budget Manager at Graduate Studies. She was the Graduate Appointment

Administrator. He also added that two Group 3 employees will now be full time employees at Graduate Studies. Vicky Hixson will now be the Graduate Appointment Administrator and Usha Matta the Assistant Director of Graduate Student Services.

6. Minimum Registration during summer: Michael said that the Provost had asked him to raise the issue at a Graduate Council meeting about the minimum number of hours a graduate student should be required to register if they are teaching in the summer. As of now, students are required to register for 12 credit hours and they are proposing to lower that number to 9 hours. Josie said that we always run into problems with the 260 hours rule, so she is in favor of this reduction of hours. Michael added that there are no revenue implications if this policy is enforced. Catherine asked if it could be 8 hours and not 9. Katie responded that 9 is the minimum number to be considered a full time student. Catherine also asked if this would work for international students. Katie said that it would not jeopardize the visa status of international students. Hans asked if this would apply to everyone. Michael said that at present Graduate Studies does not approve an appointment if a student is registered for less than 12 credit hours. But, if the requirement is dropped from 12 to 9, then appointments will be approved for them. Catherine added this will not prohibit a student from registering for more hours if they wish to or for a College to make a requirement for registering for more than 9 hours. Pat asked that since there is no perceivable short term impact of this new policy, are there any potential long term implications that we should be aware of. Michael said that in the long run, if we turn in fewer hours we receive less subsidy. Susan said that unless these are just 'busywork' hours, it is to a student's advantage to have hours available to them in a later quarter. Duncan agreed saying that they run into this issue in their School, because the number of hours required for one of the Master's program's is 70 hours. Also, for the MFA programs the required number of hours for the completion of the programs is 120 -130. Those students hit the 260 hour limit a lot sooner than others. Carolyn noted that the Fine Arts students are called upon for 'facility service' in the summer, so the reduction would work well for them. Duncan said that it seems like most people do not think that there is a downside to it and that we should then pass the motion. Michael agreed saying that the sooner he gets the clarification to the Deans, the better it is for them. This will enable them to make their summer schedules.

Catherine proposed the passing of the motion that the 'minimum hours for graduate enrollment be reduced to 9 from 12 for graduate students on a summer appointment'. Susan seconded and everyone was in favor of the motion.

Discussion about Graduate Fair, email contacts for potential students:

Susan said that she really appreciated getting all the information at the recent Graduate Fair. She also added that she appreciates getting all the prospect information about potential students. But, many a time, the emails bounce and then there is no way to get the correct email address of that person. Michael explained the process of collecting prospect information. There are two ways by which this information is collected. It is either collected on cards that recruiters have the people attending the fair fill out. Or, the organizers of a fair collect this information and send it to us as a spreadsheet. Prospects receive an email from Graduate Studies and that email tries to give them some information about the university and services provided. Michael added that they do not want to be redundant and so refrain from giving out department specific information. On the other hand we want to ensure that we do not miss giving important information. Most often, the email contains links to the online application, links to the programs of interest and contact information at Graduate Studies. The department can send detailed information about the program and other things that they think the potential student might be interested in. Katie added that particularly for international students it is important to send them information about the visa process and so on. She added that ISFS is working on a document titled, 'coming to OU' that will be very helpful. With the admit letter, Katie said that we send fliers of University Commons, and an academic calendar. She noted that Graduate Studies is usually not aware if the student has some disability and would need information about Institutional Equity.

4. Admissions Requirement Committee (Josie Bloomfield):

Duncan asked about the maximum number of hours a student could take as a non-degree option. Katie said that limit for non-degree course work is a maximum of 18 credits in a six year period. Duncan asked if this coursework could then be used towards a degree. Katie responded saying that not according to the catalog, because that was not the intent of seeking/granting admission. But, departments make exceptions and students have been able to use the non-degree coursework towards a degree requirement. Pat said if an employee took courses in his or her area then there is the potential for conflict. Josie said that it would then come up for a review of conflict of interest when they change from a non-degree to a degree option. Duncan proposed having a two level review like the IRB. The first one could be an expedited review and the second a full review. And, that we could start listing cases that could go through only the expedited review. The expedited review could take place at Graduate Studies. Josie added only those cases that require discussion should be brought to Graduate Council. Duncan asked if this would require a vote. Katie said that it seemed like a procedural decision for

Graduate Council. Carolyn said that we can create a list that clearly outlines cases that would fall under the expedited category and then apply it consistently. Pat said that we can then review this at the end of one year. Hans said that he would prefer the standing committee be involved in this process. Duncan said that it would be consultative process and that it could still go through the expedited review. He suggested bringing a draft of the proposal to the January meeting.

All the Conflict of Interest cases were recommended 'no conflict' by the committee and Council approved all of them as no conflict.

5. Curriculum Committee (John Day):

1. Program Review—Individual Interdisciplinary Program: John Day said that based on the review of the IIP, the previous Provost had asked to suspend admissions. For about a year and a half, the program really did not do much. Some procedures need to be put in place for the program. A couple of other issues that the program faces are that there is no clear academic home for the program and there is no funding or support for it either. Michael informed Graduate Council that now there is one person in the Office of Graduate Studies (Annette Love) who co-ordinates the whole process. A packet has also been developed for all IIP students; sometimes a few years go by before a new student starts an IIP. He also said that a personal interview is conducted for each student applying to the IIP. During this interview the student is made aware of the limits of the program and how this could be a more difficult one than another program. Hans said that there has been a fairly pervasive concern about the academic standards adhered to by the program. Michael said that now expectations are clarified to students who start the program. Some of the students who have successfully completed the program have produced work that is of high caliber. On the other hand there are some students who seem to be wandering and do not finish their programs. Catherine asked if the regulations could be modified to require an annual meeting of the committee to ensure that the student is on the right track. Michael added that to facilitate this, one of the committee members also has to be identified as Chair and the responsibilities of and expectations from the Chair should be clarified to him/her as well. He said that a standard can be maintained at the College level. Donna said that a lot of responsibility in an IIP program falls on the student and at some level that does not seem fair and it does not work efficiently either. There has to be a happy medium of maintaining academic rigor and focus on the program. Michael added that and that is why the College would be the best place to enforce that academic rigor. Catherine added that but with the IIP multiple Colleges are involved and one College might not be aware of the standards set by another one. So, it would be best that each College

sends their standard requirements to Graduate Studies. Donna agreed and said that it could be a set of principles and a set of guidelines. Michael said that there are about 15 active IIP students and some 15 more taking courses here and there. Donna said the issues of not having sufficient contact with faculty or the lack of real understanding or commitment about the program also need to be addressed.

Joe Rota said that in the 80s and 90s he was on the committee for four IIP students. Out of those four, three never finished and the one who did had the worst dissertation that he has seen so far. The doctoral program needs more focus; otherwise it seems to be nothing more than a glorified Masters program. Duncan said that this review was done two years ago but it has been presented now and we have an opportunity to suggest changes. He added that the last five lines on the concerns page are important. Michael said that Graduate Studies has devoted more time and effort to the program in the last couple of years. Duncan said that his concern is about the fact that a doctoral degree grants admission to a community of scholars and with an IIP that community is missing. So, it is possible that this program can work at the Masters level. Carolyn added that in the case of the College of Fine Arts, the MFA degree is a terminal degree, so the concerns are not just about a doctoral degree. Donna added that a closer mentorship is important for this process. Michael said that we should talk about the downside of eliminating the program. He added that the IIP works well in areas where there is a coherent field—a field that exists in other Universities and we do not offer it. But, it is possible for a student to create that by combining courses from different colleges. Duncan said that he was happy to hear that because that alleviates his concern of the existence of a community of scholars in that field. Also, that there are conferences that a student can attend in that area. Katie added that there are a couple of OU administrators who are pursuing an IIP.

Duncan said that the committee recommends we accept the review. A letter will be sent to the Curriculum Council with the executive summary attached to it. Carolyn will craft some changes to the summary before it is sent. Catherine reiterated that each College should establish some guidelines and present them to Michael's office. These guidelines should focus on the nature of the committee, designation of a formal chairperson, an annual meeting and so on. Pat said that she was unclear about the role of Graduate Council regarding this review. She asked if Graduate Council would accept the review if the changes that are being suggested are made. John clarified saying that we can either approve the review or make a recommendation and send it to the Provost. Duncan added that the UCC will review our recommendations. Donna said that the processing at the UCC has been very slow and they have only reviewed

two programs in two years. John said that he is aware of that and that they are at the mercy of the meetings, which take place about eight times a year. Susan asked if a timetable can be implemented regarding why it takes so long to get the reviews back from UCC. John said that one of their MBA program reviews was reviewed two years ago, but we will not have it for one more year. There are no rules, guidelines or standards to follow to conducting these reviews. Also, if the program is already accredited, there isn't anything new that the review committee will find that the accreditation team could not find.

Duncan said that the Trustees want to review the entire document, not just the one page executive summary (as they did in the past). Michael said that he would like to seek guidance to restructure the program. There should be an advisory body, or a governing body. He added that many share his view that the IIP is worth saving. Joe added that a general set of rules which would focus on who would direct the degree, what departments can be a part of it, who can and who cannot serve on the committee, what courses are eligible to eliminate the preponderance of 500 and 600 level courses from a Ph.D. program. Hans said that the ownership of the program lies in Graduate Studies, hence with Michael.

Graduate Council approved the review.

2. Program Review—MBA at Tsinghua University: John said that they have experimented with admissions part of the program by using the Oxford Placement Test. John said that students do not come to the Athens campus; the faculty from OU go to China to teach. John said that online instruction is also imparted. He added that some adjunct faculty will be hired to offset the course load. And, that they will use similar standards for hiring those adjunct faculty as those of hiring regular faculty. Michael asked John to examine and report their opinion about the Oxford Placement Test. He added that if that works for this program then it could be added to the list of acceptable test scores for OU. John said he is not sure if it would work as well for other departments as it does for Business.

Graduate Council approved the review.

6. Vision Ohio:

Josie is chairing the Graduate Priorities committee. David Mould and John are on the Resources committee, Glenn and Susan are on the new committee, Quality and Diversity of Students, Faculty, and Staff (??), and Joe is on the Interdisciplinary Initiatives committee. Duncan said that the Planning and Strategy Standing Committee of Graduate Council should keep in touch with implementation teams and report back to Council. This

will keep us informed about initiatives we should be taking and getting involved with.

Josie explained a little bit about what her committee was involved in. Josie said that all committees were given charges by the Provost. The Provost's website has the entire document online with lists of members and dates and places of meetings with their agendas. The minutes of those meetings are also posted online. Josie added that they are in the process of uploading information about their meetings. She said that Michael has done significant amount of research about having an administrative structure that will lead to more resources for graduate students and in turn will facilitate national prominence. Some issues that have come up are, lack of research monies, shortage of space, inadequate number of faculty and support staff, low graduate stipends, higher fees, and recruitment and health insurance issues with international students.

Josie said that by February or March they expect to have a draft which will propose some recommendations that will have come about as a result of this above mentioned research and discussions. She added that they are not responsible for the implementation of those recommendations and wondered why they were called the implementation team.

Glenn apprised Council about the work his committee is involved in. He said that the first part is the data gathering process, the second is categorizing that data, the third part is summarizing those findings, and the fourth part is having a communications plan, which includes new websites and newsletters. The target date for their document is May 30th. They have been looking at the Penn State Model he added.

John presented a brief overview of his committee. He said that they are benchmarking other institutions, OSU, Denver, Michigan, and identifying variations. In January they will start using the information collected to put together their report.

Joe said that four members of the Dean's Council report to the Provost which was endorsed and present to the Interdisciplinary team. This is an important task, but there is a lot that merits reviews here at OU. The changing promotion and tenure rules and joint/dual faculty positions should be evaluated. He added that faculty are punished, not rewarded for interdisciplinary research. He also said that Graduate Chairs will be asked to participate in a survey about this in the near future.

Duncan said that most teams are moving along in a similar direction—conducting research, identifying bench marks and putting together their

reports.

The meeting was adjourned at 4:05 pm.

Next meeting: January 13th, 2006 in the Governance Room at Walter Hall,
2 - 4 pm.

Graduate Council Minutes

October 14, 2005

Attendance: Catherine Axinn, Patricia Beamish, Kecia-Ann Blissett, Josephine Bloomfield, Angie Buckley, Carolyn Cardenas, Lee Cibrowski, Donna Conaty, John Day, Glenn Doston, Judith Edinger, Jaason Hartz, Peter Johnson, David Juedes, Hans Kruse, Christine Mattley, Mark Mecum, Liz Miller, David Mould, Chester Pach, Joesepe Rota, Susan Sarnoff, Maureen Weissenrieder, Xu Yinjiao, and Julia Zimmerman.

Staff: Michael Mumper, Katherine Tadlock, Anne Walker (substituting for Usha Matta who was in India doing recruiting work).

Excused: David Drabold, Robert Roe.

Guest: Provost Kathy Krendl

Convened: 2:10 pm Packets with the agenda, sign in sheet, and name tents were distributed.

PowerPoint Presentation by Provost Kendl (See Appendix)

(Duncan) I wanted to thank Provost Krendl again for agreeing to join us today to explain more about the Vision Ohio Strategic Planning Process and the implications it might have for graduate education across the University. And with that I'll hand it over to Provost Krendl.

(Krendl) Okay, thank you. Alright, I thought what I would do, as I look around the room I realize that some of you have actually seen this presentation before so what I'll try to do is get through this fairly quickly and then if those of you who haven't been through it have questions we can come back to various points; I guess the real point of today was to have some time for discussion. Basically my goal is to go through the process to date; what I see is the next steps; and to give you some sense of how we are going to go through the implementation phase.

So to begin from the top; in November of 2004 the task force was appointed and went to work after the break. We did background reading and put together documentation and stuff over the break but didn't really start meeting until after January.

Anyway, in June we submitted a draft report and I think I talked with you all around that time and then what we did was in July and August we hosted a series of open forum discussions around budget issues and around undergraduate and graduate priorities. We completed those open forums over the summer and then we went directly into meetings with the academic units.

So as of today, and Maureen and Howard have been pretty faithful about coming to these, and I think I've done 5, counting in Arts and Sciences and one more yet to go after this; 2 in I think each of the other colleges, with the exception of Business; Business did it all in one fell swoop. So I think I've completed the rounds of meeting with academic units; I've made it to 4 of the regional campuses and still need to do Chillicothe the week after next. So

I think that I've been engaged with all of the academic disciplines and what each of them did before I came to meet with them was submitted a response document and that response document was written at the department or school level, and it focused on what each unit saw as its particular strengths; how it saw its own program and goals fitting in with complimenting the goals of Vision Ohio; areas where they saw significant challenges or barriers; and areas where they had suggestions about the implementation phase. So we've been using those as a beginning point for the discussion, discipline by discipline, but also other things have come to the floor along the way. The goal, basically, is to complete the open meetings and begin to bring the edits into the document and have at least now a working document that we can all begin to look at in the same pages and the same ways and so forth.

Changes to date: several guiding principles have been suggested, and there have actually been two more suggestions this week. One of them deals with campus safety: the sense is that we live in a safe community and we attract students here because of that isolation, small town, residential, campus feel. And so making an explicit statement about that in the guiding principles; taking the language from the undergraduate priorities about responsible behavior and actually making that an explicit statement in the guiding principles section of the document. And then finally, a statement on environmental sustainability; there has been a number of calls for this from around the campus and the community, but the notion that we want to maintain a level of consciousness about energy consumption; trying to build more facilities with **green** materials; trying to maintain a walking campus as opposed to a parking campus, those kinds of things. The other ones that came up this week: one of them was (well I guess this was actually last Friday) Health and Human Services, we did three in a row there and unilaterally one of the points that came up in the discussion was that we don't have a guiding principle about being an accessible campus. We are *not* an accessible campus and I think that's, I mean I know that when this comes to the floor we're going to all start thinking about the additional costs associated with facilities planning but I think we all witnessed this with the library when we put the learning commons in, and that was one expense, and we didn't put a ramp in at the time and then we went back and retrofitted with a ramp and it probably would have been (I mean I don't know the details) but Julia maybe could tell us but it probably would have been more cost effective to have done that at the same time.

(Zimmerman) We were trying to get a ramp in for years.

(Krendl) I started getting emails from students saying "I have to go to the loading dock after hours, and I have to do this and that to do that" and I just think we need to be more proactive about that, so that was one.

Another one was: we have a statement in the documents now in the guiding principles about, well I'll read it to you if I can find it here: "Strong undergraduate programs with a Liberal Arts core are a vital and necessary foundation." And when I met with the Fine Arts faculty their question was, "Why don't we say anything about the Arts in terms of, when we say Liberal Arts do we mean in an Arts and Sciences kind of an orientation and if we mean an Arts and Sciences, where are the Fine Arts?" And so that is another suggestion that has come up as a guiding principle and so some of the faculty said they would be sending me

some language on that one, and I haven't seen it yet but that's another change that has been discussed. And that's all I can think of in terms of guiding principles.

Other changes: Simplify the language in the Vision admission statements so that it doesn't sound so jargony. Something that would read perfectly reasonably to a prospective student or parent of a prospective student as well as people inside the institution. Whenever we talk about research, talk about research as creative activity. Finally, I think this is probably one that we talked about when I was here last time, though to tell you the truth I don't know if we did, but we added a fifth research priority theme and that was a general statement about research priorities in the Arts and Humanities. And so now we have a list of Arts and Humanities, Health and Wellness, New Technologies, Energy and the Environment, and Socioeconomic and Cultural Development. The other change is that it was suggested that we take away the language describing those themes, the sense was that the language made them more restrictive. There are ten implementation teams and the chairs of those implementation teams sit on the executive team so that there is a lot of cross conversation about what is happening on each team so that we don't duplicate efforts. I put them undergraduate and graduate priorities there. Josie is chairing the graduate priorities, David Ingram is chairing the undergraduate priorities. It is not co-incidence that David is also chair of UCC. And, Josie is on Graduate Council. So, we are trying to match the populations of these implementation teams with the bodies that will be carrying out much of the disciplinary and detailed focus of the work. There are specific goals for each of the infrastructure quality, diversity, and environment goals. There is also a specific set of goals for national prominence and everything on the graph seems to relate to that so we do not have a separate group on that. The process groups on resources, partnerships, accountability I put under the title process because there are many more processes that reside behind the implementation teams. On resources, that is the working group on the implementation team on the transition to a new budgeting process, there is much work that has to go on behind the scenes. There is a team but there is going to be a group of people working hard to provide the data, the numbers, the financial information and how it will be presented and so forth. These are ones that have process implications behind them. Partnerships, we have talked about it, we have lots of them but we do not have a nice record of them. I am creating a document, a searchable database, something that records the partnerships that we have and ways to become involved in those partnerships, or the way to identify what the mission of a particular partnership is.

Steps—The goal was really to have three levels of documents so you will see the February 15th and May 31st dates on there. The goal was to bring the institutional strategic plan to a close, and begin the editing process. The Colleges meanwhile are working with their internal faculty to develop a College strategic plan by the middle of February and then working with their Chairs and Directors to have the Schools strategic plans by May 31st. The January 17th date is there kind of as a heads up to get people thinking about this. We are going to have an academic celebration on January 17th and that will be to recognize academic excellence and outstanding achievement by faculty, by students. I hope it will be a symbolic way of recognizing the entrance to a new period of the history of Ohio University. And these are just other projects that have to work in parallel with the implementation teams, pieces that are housed primarily in my office but there are lots of other people involved as well, for example, in enrollment management. We now have an enrollment management faculty

committee. This was an agreement forged with Faculty Senate to move away from what had been an admissions and financial aid committee, into a committee that works with the enrollment management team on enrollment management. So, talking about recruitment, but not only thinking about recruitment of freshman, but also recruitment of graduate students and of transfer students, and to relocate students. So that we are looking at the full picture of enrollment and not pieces of it. We are trying to coordinate those resources to the extent that when someone goes on an international trip, take some materials with you, talk about the programs at Ohio University, do some international recruiting. So, we are trying to leverage the investments that we have across the institutions and to work more as a team on those fronts. Subsets of that are recruitment efforts, but also once we recruit students to make sure that they have a first year experience that makes them want to stay, so finding an academic home, getting engaged with faculty, getting engaged with their fellow students in academic activity. So that our retention improves rather than it continues to erode slightly each year. We are now at 81% of freshmen coming back for the sophomore year and when asked it is not about academic probation, it is about students feeling that they have not found a comfortable place while at this institution. We had 200 students who have a 3.0 or better and did not return for their sophomore year. That is something we need to work on. We should not think about the graduate and undergraduate capacity separately, we need to think about where we can grow and if not then do we need to change the way we are operating. For example, I know in Education and Health and Human Services, Early Childhood continues to just increase in terms of demand and yet, because of the state mandate and because of the job situation, so there is plenty of work to do in those situations as well. Looking at the capacity studies in combination so we are looking at what are the implications if the College of Education increases its enrollment in the Masters and Doctors programs. So what are the implications across the institution as well as looking at the balance between the graduate and the undergraduate. And, regarding the budget planning, there is much back office work that has to be done to transition to the new budgeting process. So, this will be targeted to providing data that it is timely and it is responsive to people's needs and do the training and development that will be necessary for the implementation team while working on resources. That really is what we have in terms of an overview, how we got here and what the next steps are. The implementation teams were not designed to say that we are going to move forward with an unfinished document. The implementation teams were designed, so that the minute the guidelines were done, we go right to implementation, we don't have a gap in terms of the momentum that has been gained through the discussions and the interests that people have. Writing these documents got the individual academic units pretty involved and talking about this and setting their own goals and it has been a wonderful exercise. We now have 140 pages of departmental responses so that people can see these wonderful, excellent lots of very good activities going on, but again I do not know that everybody knows about them. So, we are sharing all of that with the implementation teams, getting those into people's hands, suggestions for implementation, areas where people see barriers, will be widely shared. Actually it will be a good idea to post those to the website, so everybody else can see it. Each implementation team will have an activity that they will be working on. They want to do some focus group scenarios where they need information from students, faculty and staff, they want to do some work with Chairs, Directors, and Deans, they want to do open forums just as an education for everyone. There will be a lot more community discussion as we go into the implementation phase. There are about 15 people involved in each of the

implementation teams, so we have 150-160 people working on this. Some times we have made changes on implementation teams because people have felt they will be better on a different team and so on.

(Axinn) Given the nature of this process do you see a specific role for this organization? {Graduate Council]

Answer: I absolutely see a role for this organization. One of the huge opportunities for Ohio University is to be clear in its identity as a graduate institution. And I think Graduate Council is absolutely essential to that process. We are trying to be realistic about projections and as we go about setting enrollment targets. I saw the numbers and we were not making them so I called Michael right away and asked what is going on. He did a census of all academic units and came back and said that things were going to be fine. Then things continued to get worse. I think what happened was that graduate students under pressure from their advisors, chairs, and directors registered earlier than usual and since we did this on a calendar year to calendar year focus, so what seemed like a drop was not a drop. We are off again in terms of international students, that continued to drop. We want to do more and we have been doing more but it is not paying off yet. We know that it is going to take time. In addition we cut thousands of dollars in fee waivers, so we are looking for that balance in terms of what are the cost benefits of the size, but it is not just about that. It is about how do we want to define ourselves as a graduate institution, how large do we want our graduate programs to be? What we want our mix of graduate and undergraduate students to be and where do we have the demand and capacity to accommodate more graduate students. If we say it is a good idea then we have to go for it, we cannot say it is a good idea and then not meet the target, so it seems to me that this is a representative body, whose job it is to help us set the mission and define the goals for graduate education and I think that you are the body that should be speaking as advocates for graduate education. Mike am I off base here, Duncan? Duncan: No you are correct, the charge says we are advocates of Graduate Education. And I would like Graduate Council to speak with a central voice. I see it as essential.

(Pach) Implementation is a major process. Are there comparable experiences at peer institutions where we can learn from their experiences?

Answer: One of the pieces of the charge to each group is to review best practices related to these initiatives at our peer institutions and that is kind of piece by piece. Some of our peer institutions have gone through the strategic planning processes. I have spoken to some people at our peer institutions and at other institutions that have gone through this. I will give you the extreme cases. At the University of Florida, they hired outside consultants to do a strategic plan and they did it very quickly and what it said was that there were four or five favorite colleges and everybody else was supposed to continue to work in positive ways but they were cut off in terms of new directions and new investments. It wreaked havoc in the organization. So, they threw away that strategic plan after spending a lot of money on outside consultants and now are starting over again. So, that was not a model I wanted to follow. At Indiana University, it was a very small group of people and they almost met with no one during the process. The process was very much a manifestation of the culture there.

The task force was not representative in any way in the sense that ours was representative. For an institution twice our size, I will guess they had 10-12 people on the task force. They did off the record interviews with people who had retired from the institution, with people who had been at the institution for many years and with outside people they did not do much at all. Looking at the situation, I felt that we needed to have a lot of conversations and a lot more people involved than any of these institutions I had looked at. I think that is just part of our culture. The President appointed 46 people, which seemed like a logistical nightmare, but I promptly added 120 more to expert advisory groups because it seemed to me that we had various people on the task force, but they were not always the people who were going to understand the mechanics of how something was being done. That was the role of those expert advisors. So, when you talked about diversity, we had faculty and representatives who are engaged in diversity efforts, but the real people who know about diversity are the people out doing the recruiting, people who are in our academic units, people who are the multi-cultural coordinators. So, we try to populate the expert advisory groups with folks who know what barriers they run into, what issues they have encountered and know what the resource needs are. I sort of felt the same kind of pressure when I went into the implementation thing. I don't think we have been through an institutional planning process. The last date I can find is in 1980s, something like 1987. A lot of us who are here now have never been involved in an institutional level conversation and it just seemed to be that we needed to invest the time in having that kind of conversations at the disciplinary level, at the College level, and at the university level. I don't know if that was the best decision, but it seems to me that we had to have a conversation about how the pieces of the institution fit together and how to work effectively with the limited resources that we have to the best effect. That means, better collaborations, better decisions, better information in the hands of people making those decisions. Institutions do it differently and most institutes do rely on some outside consultants. Like when we brought in consultants there was pressure at the outset to brand Ohio University into a big marketing campaign. I just felt that I don't think we want a marketing company defining who we are, I think we want to define who we are. I think now we have had lots of conversations about who we are, and who we aspire to be, and what those goals are. And, now we can turn that document in an edited form to the marketing company and say that this is who we are and this is what we are striving to be. This is how we think about ourselves and now you turn that into something that is snappy. One of the things that kept coming up in the task force was the special history that we have. We do have a unique history and it is a part of who we are today. Our location, our mission are closely tied to our history. I like that phrase, Ohio's first and finest, though I know it sounds esoteric, but I just in my mind think about Ohio's first, Ohio's finest and Ohio's future and I think we want to carry on the traditions that we have as we look to the future. We are not abandoning our past, we are extending that mission and identity into a world that is changing and that will continue to change. We want to position ourselves as an institution that respects our history that respects tradition, but responds to the demands of the current situation and tries to respond in the ways higher education will continue to serve the needs of our society. I don't know if our current students understand that, we need to find ways to communicate that, not just for our own edification but for our student body and for the population of the state of Ohio.

(Rota): In my opinion the process has been open, consultative, and participative and very involved. This week alone, I have had conversations with several faculty who say that the process has been top down, has been too controlled by Cutler Hall and the voice of the faculty is really not heard. What would you tell those faculty members?

This week in fact I heard three conversations and each were complaining that the voice of the faculty is not heard.

Answer: I ask Grad Council if they see any validity in this. The document was written by committed faculty members. I can tell you that as a scholar of communication, there is always room for better ways to communicate. The sessions were well attended and people used the internet to work on it as well but not “engage” in it. I myself have heard many times that the Provost office itself created the draft, then gave out the draft, when in actuality, it was done the other way around.

Discussion ended at 3:01 pm.

2. **Approval of Minutes:** A motion was made to approve the September 9, 2005 minutes, they were approved unanimously with no objections.

3. **Chair’s Report: Duncan Brown**

A. **Introductory remarks:** There are a couple of changes in the Graduate Council Membership list that I will send you electronically.

- a) Would like to see the Planning and Strategy standing committee of Graduate Council act more like a congressional oversight committee regarding the Vision Ohio process.
- b) Last year we began to review the roles of Graduate Council’s standing committees. But only a few committees developed written statements of their role. This year I would like to complete that process.

4. **Michael Mumper: Associate Provost for Graduate Studies**

A. **Introductory remarks:** Anne Walker is substituting for Usha Matta this month, as she is in India recruiting.

B. **Enrollment:** Overall enrollment is down from last year. Often he is asked about what can be done to increase enrollment. The number of new students that arrived this fall increased, but the retention rate seems to be the problem. For example, Master’s students not staying their second year to complete their work. This is the first year that domestic enrollment exceeded international enrollment.

C. **Recruitment Update:** Carla is back from her trip. Usha is presently in India. Beth leaves in early November for Turkey, Central America and S.E. Asia. I am hopeful each recruiter will enter the information on to the electronic forms, which goes by

email to the Grad Chair and Graduate Studies send other information to the department to follow-up on.

D. Multicultural Visitation: Multicultural visitation weekend begins 11/3 – 11/5/05. Contact Eddith Dashiell for more information or visit the web-site.

E. Stipend: Enhancement Competition proposal is due November 2, 2005.

Catherine Axinn: Is there an exit interview for students who did not get funding or left the university for different reasons? Would it be perhaps that a particular course in the Graduate Catalog was not offered anymore? We need to find out why the students left and I will volunteer my help.

Michael Mumper: The first issue was of course the numbers, but I agree.

Mark Mecum: Brought up the topic of yoked courses. Sometimes in a course the only difference between undergrad and graduate is that the graduate students are required to submit two extra papers.

Catherine Axinn: I could see Graduate Student Senate playing a very valuable role in this.

Carolyn Cardenas: Faculty Senate could develop a new language for the handbook.

Dr. Mumper: They could also be instrumental in changing the existing structure.

Catherine Axinn: The curriculum program reviewed by the Curriculum Committee showed every 500 and above class was a dual class.

Liz Miller: Is it in the graduate catalog that a particular class has the potential to be a yoked class? My concern is the quality of education I wonder how much information is getting to the student.

Chester Pach: Need to have goals of quality. For some a yoked class will work. To others plain graduate courses will work. I think the VISION of OHIO gives us a reason to discuss this.

Josie Bloomfield: We need to look at quality and quantity differently regarding the two pages added.

Lee Cibrowski: Don't have a regular curriculum review. That should be done by the departments.

Katie Tadlock, Director Graduate Student Services

- a) The Graduate Catalog is at the editors. The paper version should be available before Thanksgiving, six weeks from the day they have the final revision. The electronic version should be available a few days to two weeks earlier.
- b) Two samples of the Fellows brochures were passed around. Before we print the updated versions, is there an interest in shifting voting for winter and spring? Should we go to February or March? Want to complete before departments decide on their funding. Want to discuss and have to the sub-committee before January 6, 2006. The one brochure is an information piece and the second brochure replaced the cover letter from Human Resources. An email was sent to Graduate Chairs describing the process.

- c) MAGS: The Midwestern Association of Graduate Schools Outsanding Master's thesis award is coming up. The deadline is November 4th, 2005. Students who have received their Master's degrees since June of 2004 to September 2005 are eligible to compete.

5. **Josie Bloomfield, Admissions Requirements Committee**

Josie presented the report on the Conflicts of Interest reviewed by the Academic Requirements Committee. The key is as follows:

Name, degree pursuing, college

OU position (Unit)

GS Comments

Committee Comments

A. Colleen Cobey, Master's Physiology of Exercise/Rec & Sport Sciences (Health & Human Services) Approved/No Conflict

Left to Graduate Council to discuss at this meeting and decide. If reapplying to finish in the fall of 2006-1, would that be a conflict? If this student was re-applying to defend and admitted without conflict the first time, I see no conflict.

Carolyn Cardenas: This case fits into the new Faculty Senate policy. It defines a Senior Administrator in supervisory capacity over an entire department. The solution would be at this point to just assign another faculty member.

Lee Cibrowski: You could do this, as Carbone is leaving and will not be on a committee.

Josie Bloomfield: I would have it stipulated that Gary Chleboun is leaving and will not be on a committee and then suggest no conflict. This was approved with the proviso that no faculty from PT serve on her graduate committee.

B. Carl Hawes, Non-degree, EECS (Russ College of Engineering & Technology) Approved/No Conflict

This case did present a problem but it was decided that as long as he stays non-degree, there would be no conflict. If however, he ever intended to seek a degree, this would need looked at again in the future. This was approved with the proviso that he not take classes with the Principal Investigator of the grant under which he is employed. Also, a change in academic programs, degree-seeking status, or employment would necessitate a new conflict of interest review.

C. Kevin Johnson, Non-degree, EECS (Russ College of Engineering & Technology) Approved/No Conflict

This case also presented a problem, but it was decided that it would not be a conflict since he was non-degree, but it would need to be reviewed in the future if he decided to change to a degree seeking status.

D. Timothy Hogan, M.Ed., Higher Education (Education) Approved/No Conflict
Approval was based on that if there is a change in academic programs, degree-seeking status, or employment, this case would open another conflict of interest review.

E. Christopher Lewis, Ph.D., Biol Sciences/MCB (Arts & Sciences) Approved/No Conflict

F. Marne Grinolds, M.A. Latin American Studies (Center for International Studies) Approved/No Conflict

6. Chris Mattley, Curriculum Committee

Program Review – School of Art. Approved to Chair for review and send through today 10/14/2005.

Concerns were regarding the physical facilities at the School of Art. It was recommended a report be done of the program review.

Chester Pach: Why was it three years?

Duncan Brown: Because it got lost between the dean's office and the UCC?

Josie Bloomfield: This has happened before and is a very big problem.

Carolyn Cardenas: Part of the problem is that it is a lot of work for one individual and does not seem to be supportive for the actual individual doing the reviewing.

Patricia Beamish: What is the Graduate Council role in all of this?

Duncan Brown: Can use information as Graduate Chairs can prompt the Deans make changes in areas that are problematic regarding safety. Some problems were corrected, but require more resources and we can see where those are through VISION OHIO.

Carolyn Cardenas: National accreditation occurred synonymous with the UCC report. The report had some very key points.

Duncan Brown: Overall average may have been low due to environment. For example: The Siegfried building with students standing in water using electrical equipment. Shall we at this point accept the review?

New Business: (none)

Meeting adjourned at 4:05 pm

**Next meeting: Friday, November 18, 2005
(because the 11th is Veteran's Day)
Time: 2pm—4 pm, 104 Walter Hall**

Provost Krendl's Power Point Presentation and Remarks following:

Vision Ohio Overview

Graduate Council Presentation

October 14, 2005

Institutional Planning

- Strategic planning process
 - Vision Ohio
 - November 2004: Presidential Task Force on the Future of Ohio University appointed
 - June 2005: Vision Ohio draft submitted to Ohio University Board of Trustees
 - August 2005 Open Forum Discussions completed
 - September-October 2005: faculty and staff open meetings
 - October 31: Vision Ohio completed

Provost Remark: The goal was to complete open meetings, bring the edits and at least have a working document.

Recent Changes to Vision Ohio

Guiding Principles Changes

- **Statement on campus safety**
- **Statement on responsible behavior**
- **Statement on environmental sustainability**

Provost Remark: Some of the language used for campus safety actually is from language currently used in undergrad documents and policies. The language needs to be simplified.

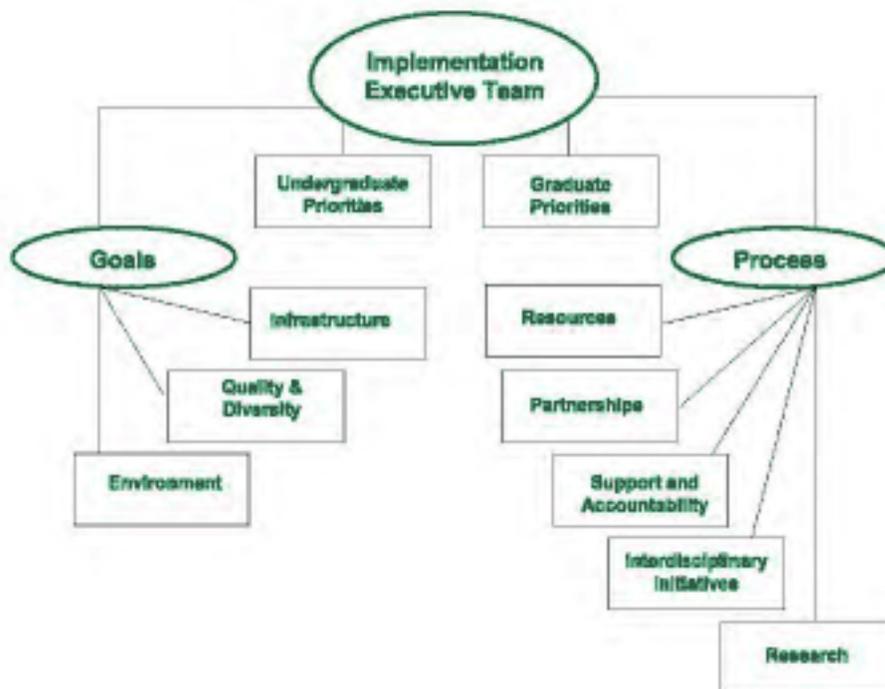
As far as environmental sustainability Ohio University needs to maintain a walking campus. It is still not an accessible campus. It will take additional costs for facility planning and we need to be more pro-active.

Recent Changes to Vision Ohio

- **Simplify language in vision and mission statements**
- **Refer to Research and Creative Activity throughout document**

Recent Changes to Vision Ohio

- Add Arts and Humanities topic using topics only for research priorities themes:
 - Arts and Humanities
 - Health and Wellness
 - New Technologies: Basic Research and Development
 - Energy and the Environment
 - Social, Economic, and Cultural Development



Vision Ohio: Next Steps

January 17: Vision Ohio: The Third Century

February 15: College strategic plans

May 31: Departmental strategic plans

Provost Remark: The goal was to have three levels of documents. Please refer to Institutional Planning below. An example of strategic planning: when someone is going on an international trip, check with others and take some materials. This is a better use of our financial resources and we are not duplicating our efforts.

Institutional Planning

Strategic Projects

- Enrollment Management
 - Recruitment
 - First-Year Experience
 - Retention
 - Graduate and Undergraduate Capacity Studies

Budget Planning

Provost Remarks: In terms of graduate and undergraduate capacity studies: after their first year experience, we need to work on making sure that the students do have a pleasant year and want to stay. I am not currently happy with those numbers.

Graduate Council Minutes

September 9, 2005

1954 Lounge, Baker Center

Attendance: Catherine Axinn, Josephine Bloomfield, Duncan Brown, Donna Conaty, John Day, Glenn Doston, David Drabold, Judith Edinger, Jason Hartz, Hans Kruse, Christine Mattley, Michael Mumper, Chester Pach, Josep Rota, Susan Sarnoff, Katherine Tadlock, Maureen Weissenrieder, Bill Reinhart for Julia Zimmerman.

Excused: Pat Beamish, Angie Bukley, Carolyn Cardenas, Lee Cibrowski, Peter Johnson, David Juedes, Mark Mecum, Tootie Overby, Robert Roe, and Yingjiao Xu.

Convened: The meeting was convened at 3:10 pm. Packets with agenda were distributed.

1. Approval of Minutes:

Catherine Axinn said that her name was omitted from the list of attendees of the June 3rd meeting. With that correction made the minutes were approved.

2. Chair's Report (Dr. Duncan Brown):

- A. New Member List: Duncan passed the new member list to all present.
- B. Committee Assignment Forms: Duncan passed the new committee assignment forms to all members. He said that one of the committees has only two members left, since the term of all the other members is over. He said, it does help to have at least one or more same members from the previous year, to serve as an institutional memory. He also added that sometimes members are moved from one committee to another to balance the departmental influences.
- C. Meeting times and days: Duncan said that the Provost would attend the October and the April meetings. The President will attend the January meeting. Duncan informed the members that he was waiting to hear back from the Provost, if Graduate Council could meet in the Governance room for future meetings.
- D. Conflict of Interest Resolution: Duncan informed Graduate Council that the resolution passed by the Faculty Senate was signed by the Provost. He thanked the Policies and Regulations Committee and Carolyn Cardenas for their work towards it.

- E. English Proficiency: Duncan said the English Proficiency proposal was passed over the summer via an electronic vote.

3. Associate Provost for Graduate Studies, Michael Mumper:

- A. Welcome Message: Michael welcomed everyone and said that he is looking forward to getting the year started.

- B. Graduate Enrollment: Michael informed Graduate Council that graduate enrollment was down by 230 students earlier in the week and then it was up by 50 this morning. He said that since students are still being registered for their classes, so it is hard to say if we are actually higher or lower than last year's numbers. He talked about the problem that had occurred with some students' registration being dropped as a result of an error that occurred while processing their change of status. Joe Rota said that Ghanaian students form the third largest international student population at OU. This year, there were too many visa rejections by the U.S. Embassy in Ghana. He added that Steve Howard has evidence of a U.S. Consulate Officer stating why someone from Ghana would want to study African Studies in a second-rate institution in the U.S. Joe said that most visas this time were rejected for inappropriate and non-academic reasons. Michael continued to inform Graduate Council that the total number of international students who have checked in at ISFS is the same as last year. He added that if someone is interested in tracking our numbers the institutional research website updates numbers every day. It is possible to check enrollment by College, by majors and so on and also how it compares to numbers from last year.

- C. Strategic Planning: The strategic planning process moved along well over the summer and the document does not seem to be as controversial as it did earlier. Some more research foci have been added. A fifth area of focus titled Arts and Humanities was added. David Drabold said that it was an excellent idea to eliminate the descriptions of the foci. There are going to be some more conversations in October about it and then an implementation team will be put together and many of you might be asked to be on it. Some of these conversations Michael said would focus on identifying growth opportunities in graduate education. He said that he and Mike Williford have been talking to Deans about the Enrollment vision for the next ten years. He added that it is hard to do it without knowing the size of the undergraduate class, availability of stipends and so on. Also, the planning for physical facilities needs to take place too.

- D. International Recruitment Funding: Michael announced that the Provost had approved \$100,000 for the purpose. He added that it was not just for graduate recruiting, for when recruiters travel they take along the

undergraduate application and admission information along with them as well. Michael handed out the new tri-fold brochure and the new flier. Chester Pach said that in the degree programs offered by OU listed in the flier, the Ph.D. degree for History was missing. Michael thanked Chester for bringing that to his attention and said that he would let Printing Services know about the change.

- E. OPIE: Michael said that significant changes have taken place in the structure and functioning of OPIE. It has now merged with Linguistics. The role that OPIE played in the placement of graduate students in remedial English courses as well. As opposed to testing all international students who came to OU, only a subset of those students will be tested. International students who did not provide TOEFL scores will be tested upon arrival. There is a change in the OPIE curriculum as well, there is more part-time study versus the full time study that was the norm earlier. Michael said that this way a graduate student could take 12 credit hours in their department and take one OPIE class. And, in this case the cost of the OPIE course will be covered by their stipend (any of the university provided fee-waivers, be it scholarships or assistantships). This will save the students from paying for the OPIE classes. Michael said that there are changes in the Speak test as well. Ohio Law (Pringle Law Compliancy) requires international students who have classroom responsibilities to be certified. Previously OPIE used a panel comprised of faculty and students to determine the Speaking proficiency. Students who need proficiency in speech will take a speaking course along with their academic course load in the Fall quarter. They will in essence be a probationary instructor. They would be tested again in December to evaluate progress. David Drabold said that this is a dramatic improvement in the situation and he appreciates it. Michael said thanks are due to the College of Arts and Sciences for taking on the responsibility. Maureen added that these changes are significant and cited an example, in job interviews with foreign nationals who had graduate degrees from the U.S. she said she was not impressed by their speaking abilities.

Katie Tadlock, Director Graduate Student Services:

Electronic Thesis and Dissertations: Katie informed Graduate Council that Elizabeth Koonce will continue to be the Interim Director for ETD, she is also returning to her teaching assignments this quarter. To ensure that ETD processing does not suffer, Andrea DeMott will be working with Elizabeth Koonce this quarter. Terrie Bruscano is continuing to work from Virginia as well. Katie said that they plan to have the position filled by Thanksgiving.

Assistant Director of International Admissions: Katie informed Graduate Council about Neng Chang Yang's resignation from the above mentioned

position. She said that Graduate Studies will fill the Credential Evaluator part of the position quickly on a temporary basis and then do a national search in the Winter or Spring quarters next year.

Graduate Catalog: The new graduate catalog for 2005-2007 will be ready by late October. She said that two of her Graduate Assistants, Malinda and Lisa will contact departments to collect some baseline information about orientation for new graduate students. This is in preparation for next year and will help to improve the initial experience of new graduate students.

4. Graduate Student Health Insurance Costs (Jacqueline Legg, Business Manager, Student Health Services):

Duncan introduced Jacqueline Legg to Graduate Council members and requested Jacqueline to explain the situation with the high costs of student health insurance. Duncan said that the cost is so high now that it is almost prohibitive for international students. Dave Drabold added that this is a problem for not just new students, but, retention is also an issue in his department (Physics) due to the high health insurance premium.

Jacqueline began her presentation with a brief history of Health Insurance at OU. In 1960 the Board of Trustees determined that all OU students should have insurance. In 1964 it was adjusted so that this requirement could be waived if a student was not registered full time. She said that International Students and Faculty Services had seen increasing number of international students with health insurance plans that hardly covered anything. In 1998, it was decided (by many administrators across campus) that all international students must have OU insurance. Students received a drug card and there was a vision plan as well. The deductible was \$50.

Jacqueline noted that she came to her present job from OUCOM and was aware of the other side of this process (collecting money). She said that many international students came from countries with a National Health Care system and were not used to paying anything. She said that four to five years ago the question whether students should have insurance came up again and it was felt that the plan exists to protect students. Every five years (unless there is a reason to do it earlier) the university bids for a plan and picks the best option. The plans usually have a five year term since that enables them to spread their risks. She said that she prepares documents for student representative groups so that they get a chance to evaluate the plans as well. She takes quotes from the insurance companies and talks to them about changes that can be made. She then presents the information back to student representative groups. Jacqueline cited an example, she said that students were charged once a year and they asked if it could be spread out over the course of the year instead. So, the decision was made to charge

students three times a year, but each payment would cover four months. Students are also provided with a drug discount card that they can use when Hudson Health Center is closed.

She said that the domestic students have a few options to pick plans from. Catherine Axinn asked why the spouse charge was so high. Jacqueline responded that the student health centers are usually not set up or equipped to treat spouses, specially female spouses. She added that to lower the spouse rate they spread the cost by adding \$6 to each student. Chester Pach raised the question about the disparity between the insurance costs for domestic and international students. Jacqueline said that the plan used for domestic students pays at 80% of the costs incurred, whereas the international student plan pays at 100%. She said that students are offered options every year, they have picked this plan because it pays 100%. Insurance companies do not like this plan, because it involves payment of large sums of money. David Drabold asked if students could pick individually what plan they want. Jacqueline said that student representatives vote on this and then a plan is selected. She said that she works with insurance companies to ensure that the premium is not high, given the finite nature of the assistantship money received by students. Domestic students have a choice of two plans to pick from.

Joe Rota asked if it was possible to find another plan with better prices. He added that the Inter University Council also felt that the premiums were too high. Jacqueline said that none of the universities in Ohio have a plan resembling ours. Michael Mumper confirmed with Jacqueline if domestic students could pick their own plans and that it seems strange that we let one group (domestic students) pick their own plan and not the other. Jacqueline said that international students can waive the requirement if they are sponsored by their government or if they are Fulbright recipients. She added that ISFS makes these decisions. Responding to the issue of domestic students she said that many of them are on family plans and that has more to do with parents insurance than about individual choice. Michael added that at OSU, if a student has as assistantship, the university pays the insurance costs. Duncan asked if we can compare our plan with our aspirational peer institutions. Jacqueline said that they are mentioned in the handout she passed to members and that it would be unlikely that we can find a plan similar to ours. David Drabold asked if departments could pick up the cost of the insurance for students. Michael said that departments can opt to pay the General Fees and the Health Insurance costs, but most of them do not do so.

Duncan expressed his thanks to Jacqueline for explaining the system.

5. Conflict of Interest Reviews:

Duncan said that one of the reasons for having a September meeting was to

be able to process the conflict of interest reviews received all summer. He added that with the new resolution passed that states that faculty cannot receive a degree from their own college will reduce the number of cases for us and will also simplify the process. Duncan asked members to take a few minutes to read them before beginning the discussion. Katie said that some of the names might be familiar to members because some of the people had earlier been processed as non-degree and they are now again before Graduate Council to be processed as degree seeking. Maureen proposed the move to pass all conflict of interest reviews. David Drabold seconded the proposal. Duncan thanked everyone and said that we could think about a two step process like the Institutional Review Board process (detailed review and an expedited review).

6. Admissions Requirements Committee (Josie Bloomfield):

Josie requested members' attention to two letters included in the package. She said that Elahu Gosney and Ryan Clark came to see her in the summer to try to understand why their cases were being considered as having a conflict of interest. Catherine Axinn said that both letters are very similar and that reading one of them would give members a good idea of the contents of both. Katie said that Graduate Council has approved similar requests in the past with the caveat that the concerned faculty member (who is the administrative supervisor) not be a member of the student's graduate committee. Catherine Axinn said that since the classes that the student and faculty member are teaching together are team-taught classes and since other faculty are involved as well, an inherent system of checks and balances seems to be in place. Ryan Clark is just interested in taking a few classes, he has no intention of being in Athens, long term. Duncan said that the new Faculty Senate policy does not apply to both of them. Graduate Council ruled both as no conflicts with the condition of Dr. Kopchik not being either the academic advisor or being on the graduate committee of both students.

7. Topics for the coming year:

Duncan said that two issues that were not addressed much last year but he would like to see addressed this year are: structure of the standing committees and a policy to allow graduate degrees to be granted posthumously. Duncan said that he would like the spheres of influence of all standing committees to be explained and to ensure that the workload of Council is spread evenly among these committees. The good part is that the peak work load for most committees happens at different times during the year. Regarding the second issue Duncan said that he would like to see a policy akin to that the undergraduate office has about granting degrees to students posthumously. He said that in a similar initiative a few years ago, an effort was made to reword the undergraduate policy, but that did not work out well. David Drabold asked how many times a year would we see something

like this. Duncan said it was more about getting a policy in place and that many schools in England also have a similar policy.

Joe Rota said that he would also like a discussion about the Bologna agreement and not considering the three year bachelor's degrees equivalent to the U.S. degrees. He added that most European countries have a three year bachelor's degree. Katie said that it is hard to consider it in such broad terms, for example the three bachelor's degree from England is considered U.S. equivalent because it comes after thirteen years of education.

Chester Pach said that it would be helpful to the new members to have a little bit of information about the nature of all the committees. Duncan said that the Policies and Regulations Committee worked on the enrollment maintenance and the leave of absence policy. Admissions Requirements Committee works with the implementation of policy stated in the graduate catalog. The Graduate Student Affairs and Fellowships Committee presents potential grievances from students about faculty and administrators. It also nominates (after reviewing submitted materials) students for the five named fellowships. And, it also acts as a university clearing house for any national or regional competitions that we might seek to participate in. The Curriculum committee deals with the seven year reviews of academic programs (the graduate component). This is usually in Spring quarter. Many of those from last spring did not get completed and will be up for discussion soon. The Planning and Strategy committee became a standing committee for the first time last year. Prior to that, it was an ad-hoc committee. This committee was involved in the Vision Ohio plan for the university.

Judith motioned to adjourn the meeting at 4 pm.

Next meeting on October 14, 2005 at the Governance Room in Walter Hall, 2-4 pm.