



GRADUATE COUNCIL

Minutes of Meeting Held on December 6, 2010

Present: Interim Dean Weyman, Professors Shelton, Appan, Boboc, Tumeo, Sridhar, Weinstein, Bubenik, Doerder, Vaughn, Spicer, Delgado, Jeffres, Kosteas, Mensforth, Thornton, Jeffers

Absent/Excused: Professors Klinger, Dixit, Loovis, Foster

Guests: Professor Pamela Rutar (School of Nursing)

Interim Dean Weyman called the meeting to order at 2:05 p.m.

1. Approve Agenda

- ❖ The Agenda was amended to discuss Continuing Business before New Business so a Council member could provide input on a discussion item before needing to leave. With the revision the Agenda was approved.

2. Approve Minutes

- ❖ The October 14, 2010 minutes were approved.

3. **Dean's Remarks:** Dr. Weyman waived any remarks.

4. Continuing Business

- ❖ Report—The sub-committee formed to examine Graduate Council representation presented two suggested options.
 - i. Dr. Tumeo explained that the committee tried to keep a Council of 14 members, thinking more members would be problematic.
 - ii. Grouping decisions were made based on what areas might have similar issues in graduate programming.
 - iii. This resulted in one Graduate Council representative for every 30 graduate faculty in that grouping.

Discussion/Council members input:

- 1) There are advantages to being grouped with members of one's own college.
- 2) There are concerns with having the Colleges of Law and Urban being put together with only one representative. The graduate programs within these Colleges are distinctly different.
- 3) Representatives by College/independent units should still be a consideration
- 4) Do Graduate Council members represent graduate faculty or graduate programs?
- 5) To continue the discussion of these and additional raised issues, 3 members were added to the subcommittee—Michael Spicer, Alan Weinstein, and Bill Kosteas. The subcommittee will meet again and report back to Council.

❖ Report—required credit hours for graduate assistantships

- i. The subcommittee revised the language in the Graduate Catalog to read:

Full-time, two-thirds-time, and halftime graduate assistants must maintain an eight credit-hour minimum registration at, or above, the 500 level during the contract period for the academic term specified. However, this minimum credit hour requirement should not result in the student being denied nine-credit hours of tuition where appropriate nor result in the student's degree program being lengthened. Courses taken on an audit basis do not qualify in meeting the minimum credit-hour registration requirement. To waive the minimum registration requirement requires the written approval of the Dean of the College of Graduate Studies. Assistantship contracts are subject to cancellation if students do not maintain the minimum registration requirement. Individual graduate degree programs determine whether the minimum registration must be more than eight credit hours per academic term. Prior approval by the Dean of the College of Graduate Studies is required for contracts for more than sixteen credit hours per term.

- ii. **A motion was made to approve the above paragraph, changing the minimum credit hour requirement for graduate assistantship contracts to eight credit hours. The motion passed unanimously.**

5. New Business

- ❖ Title change—The College of Education & Human Services proposes to change the title of the Community Agency Counseling program (CASAL) *from* Community Agency Counseling *to* Clinical Mental Health Counseling within the Master's of Education degree. This will align the title with the current title chosen by their accrediting body, CACREP. **A motion was made to approve this title change. The motion passed unanimously.**
- ❖ Change to the MPH program—The Master's in Public Health program proposes to make the following changes:
- i. Change number of credits in Capstone Project from a variable 3-6 to 3 credits *each* in two **new** courses, MPH 685 Capstone Project I, MPH 686 Capstone Project II,
 - ii. Change MPH 691 Grant Writing *from* an elective to a *required* course which will decrease the electives from 15 to 12 credits,
 - iii. **Total** number of required hours in program will not change.
 - iv. This is a consortium program and all programs are submitting the same changes for approval by their campus curriculum bodies.
 - v. **A motion was made to approve the changes to the MPH program. The motion passed unanimously.**
- ❖ Full Planning Proposal for the Master of Legal Studies—the Law School received positive feedback on the Program Development Plan and is now putting forth the Full Planning Proposal for a Master of Legal Studies. It is an entry level, non-professional degree designed for students *not* interested in obtaining a J.D. but wish a better understanding of the law, legal institutions and methods.
- i. **A motion was made to approve the Full Planning Proposal for the Master of Legal Studies. The motion passed unanimously.**

6. Graduate Council Representation & Standing Committee Reports:

- a. Faculty Senate – The catalog changes for the application of CSU credits to multiple advanced degrees was approved.
- b. University Admissions & Standards – No report
- c. College of Graduate Studies Admissions & Standards –No report.
- d. University Curriculum Committee – The 4+1 in Spanish was deferred pending more information.
- e. Graduate Faculty Review Committee
 - o Twenty-six applications were received.
 - o Twenty-three were approved for a 5-year appointment; one for a 3-year appointment.
 - o One application was denied; one application was pending department chair comment. The department chair did not feel the faculty member met the required criteria.
 - o **A motion was made to approve twenty-four applications and deny two graduate faculty applications. The motion passed unanimously.**
 - o The Committee addressed a faculty request wondering if a faculty member can apply for graduate faculty status based on the criteria of a college **different** from their own. The request was denied by the Committee. **A motion was made to accept the Committee’s report and not allow graduate faculty status on the basis of criteria in a College different from the faculty member’s own College. The motion passed unanimously.**
- f. Petitions Committee – Total submitted petitions are decreasing. October heard 25 petitions, November heard 15 and December heard 15.
- g. Grade Dispute Committee – No report.
- h. Program Review Committee – No report.
- i. University Research Council Committee – Faculty research awards have been advertised for the CSUFSI (Faculty Research Initiative), FRD (Faculty Research Development), and DDREAFP (Doctoral Dissertation Research Expense Award & Fellowship Program). Two workshops were held Dec. 9 & 10 for information on the CSUFSI.

7. Items for Future Discussion

- ❖ Dr. Tumeo served as the Graduate Council representative to the University Assessment Committee during the University accreditation process. The Committee would like a permanent Graduate Council representative. Justin Vaughn volunteered
- ❖ Dr. Weyman would like to form a subcommittee to:
 - i. discuss raising the GPA for the College of Graduate Studies admission from 2.75 **to** 3.0 or a GRE score above the 60th percentile (suggested),
 - ii. discuss raising the minimum graduate GPA needed to hold an assistantship from 3.0 **to** 3.25, and
 - iii. discuss the merits of a tuition grant vs. offering a full GA allocation to graduate students,
 - iv. discuss using the GA allocation to retain current students or to recruit new, possibly better qualified, graduate students
 - v. Professors Sridhar, Shelton, and Delgado volunteered. Dr. Vogelsang-Coombs and Dr. Reinthal were recruited as additional non-Graduate Council faculty.
- ❖ Dr. Weyman sent a memo to all Deans regarding forthcoming budget cuts and the effect on the GA allocation. Dr. Weyman will send a similar memo to Graduate Council members.

- 8. Announcements/Applause** – The University Budget Task Force will be having an informational meeting on upcoming budget cuts, scheduled for Tuesday December 14 at noon. All faculty, staff, and students are invited and encouraged to attend
- 10. Next Meeting:** The next Graduate Council meeting is scheduled for January 19, 2011 at 2:00 p.m. in Parker-Hannifin Hall, Conference Room #200.
- 11. Adjournment:** The meeting adjourned at 3:29 p.m.