



GRADUATE COUNCIL

Minutes of Meeting Held on April 16, 2012

- Present:* Dean Jianping Zhu, Professors Monaghan, Zhao, Talu, Foster, Spicer, Delgado, Marino, Mensforth, Thornton
- Absent/Excused:* Professors Shelton, Medina-Rivera, Dixit, Zhou, Harper, Ray, Bubenik, Shukla, Pettey, Bagaka's
- Guests:* Professors Pamela Rutar, Crystal Weyman, Sheldon Gelman (Law), Jennifer Alexander (Urban), Bruce McClain (Accounting), Karla Hamlen (Curriculum & Foundations/Education)

Dean Zhu called the meeting to order at 1:05 p.m.

1. **Approve Agenda** – The Agenda was approved as presented
2. **Approve minutes from March 8, 2012 meeting** - The minutes were approved as written.
3. **New Business**
 - ❖ New Graduate Certificate in Advanced Fundraising (Urban)—Dr. Alexander presented a summary of the proposed certificate.
 - i. The field of fundraising is becoming more professional. This certificate would be for those executives already in fundraising. Applicants need more than five years of experience in nonprofit management.
 - ii. The certificate includes three required courses and two electives for a total of 15 to 18 credits
 - iii. The proposal includes creating a new course, UST 691 Practicum
 - iv. The proposal includes changing the title of the prerequisite course UST 651 *from* Fundraising and External Relations for Nonprofit Organizations *to* Fundraising and Revenue Generation
 - v. Dr. Zhu asked if a study of potential students or community need had been done to assess the enrollment for this certificate. Dr. Alexander conveyed that the Association of Fundraising Professionals has offered to market the program.
 - vi. **A motion was made to approve the certificate proposal, which was passed unanimously.**

- ❖ New Graduate Certificate in Health Care Compliance (Law)
 - i. This certificate is available to both JD and non-JD students; applicants must be currently enrolled at Cleveland-Marshall College of Law or have earned an undergraduate degree from an accredited institution of higher education, with a GPA of 3.0 or higher
 - ii. The certificate includes new courses: LAW 627 Health Care Finance Law and LAW 617 Introduction to Health Care Compliance and will be a total of 18 credits.
 - iii. **A motion was made to approve the proposal and it passed unanimously.**

- ❖ Revisions to the Master of Accountancy-Tax track
 - i. The revisions to the tax track of the Master of Accountancy are proposed to streamline the program, make it more tax oriented for tax professionals, and to conform to the similar changes made to the Master of Accountancy, Financial track previously. These revisions include:
 - ii. Dropping ACT 532, Intermediate II, as a Level II prerequisite
 - iii. Allowing either ACT 600 (Managerial Accounting) or ACT 321 (Cost Accounting), as a Level II prerequisite
 - iv. Dropping the business elective from Level III and Level III will be reduced to a minimum of 30 hours
 - v. **A motion was made to approve the revisions to the Master of Accountancy, tax track. The motion passed unanimously.**

- ❖ Revisions to the Master's of Education-Educational Research
 - i. The proposal is presenting an additional track within the Educational Research program to include data-based decision making and assessment. The research track would remain the same for those following the research path.
 - ii. EDB 704 Interpreting Student Performance Data would be a new course created for the assessment track.
 - iii. A change of title is proposed to Master of Education, Educational Research & Assessment
 - iv. A new 15-credit certificate would also be created leading to a Certificate in Data Based Decision Making. If students wished to continue to a Master's after the certificate, courses would be applicable to the degree.
 - v. **A motion was made to approve the revisions to the Master of Education, Educational Research specialization. The motion passed unanimously.**

- ❖ Revisions to the Master's of Education-Gifted and Talented Learners
 - i. The Gifted and Talented Learners program is a specialization in the Curriculum & Foundations area. The program has not been reviewed recently so the proposal is for program revisions to streamline and become more competitive.
 - ii. A new course EGT 582 "Action Research in Gifted Education" is proposed which includes material from EDG 580 "Practicum in Gifted and Talented Education," dividing the 580 into two courses. This will provide for one course emphasizing teaching the gifted learners (580) and the new course (582) emphasizing action research.

- iii. Additional revisions include making all existing courses 3 credits, except for the practicum and the culminating action research project.
- iv. **A motion was made to approve the revisions to the Master's of Education in Gifted and Talented Learners. The motion passed unanimously.**

❖ Revisions to Health Sciences courses

- i. Convert traditional lecture only courses to lecture/lab
- ii. Courses include: HSC 516 (4 lecture to 3 lecture/1 lab), HSC 517 (3 lecture to 2 lecture/1 lab), HSC 518 (4 lecture to 3 lecture/1 lab), HSC 535 (4 lecture to 3 lecture/1 lab), HSC 579 (3 lecture to 2 lecture/1 lab), HSC 589 (3 lecture to 2 lecture/1 lab)
- iii. A few Council members had questions concerning possible lab fees charged. Since no representative was attending to answer the questions, **a motion was made to approve this proposal, conditionally, if information is received that there is no lab fee. If a lab fee is charged, an email vote will be circulated. The motion passed with one 'no' vote.**

4. Continuing Business

- ❖ Graduate Faculty Guidelines revisions—In March Dr. Zhu sent the draft for the revised Graduate Faculty Guidelines to all Deans, asking for their College's/School's input. Twenty-nine responses were received. The responses came in three main categories: 1) supportive, 2) standards too low, and 3) those with questions for more clarification. There were also 2 or 3 responses that were completely negative for the changes.
- ❖ Based on the feedback, Dr. Zhu brought specific concerns to Council for their input
 - i. A clause will be added to make clear that these standards are for a 5-year review period, not lifetime. It will also be added that faculty can apply to upgrade their status sooner than 5 years if their qualifications change.
 - ii. In Level I, the phrase "4 peer reviewed scholarly works" is being misinterpreted as publications only. Clarification will be added giving examples of other acceptable works.
 - iii. The phrase "main contributor" brought many comments. Council suggests deleting this statement.
 - iv. In Level I, faculty feedback included concerns with "equivalent externally-recognized publication or creative activity appropriate to discipline." This criterion accommodates the humanities and the Law School. This phrase will stay in the guidelines.
 - v. Faculty feedback questioned the Level III standard of being able to teach 500-level graduate courses and no higher. In some disciplines, 600-level graduate courses contain practice-based material rather than research. The statement will stay at 500-level courses, but the Graduate Dean and the Review Committee will review for exceptions to certain courses or individuals.
 - vi. Many asked about the implementation process—immediately, grandfathered, etc. Two issues to consider are those already approved for committees and those with current students. Those currently approved will need to be honored. After discussion, Council agreed to phase in the new guidelines as each faculty member's status expires. While some will have longer to

prepare to meet the new guidelines, it must be remembered that faculty can re-apply sooner than the 5-year review process if their qualifications should change.

- vii. Dr. Zhu will work on another draft and circulate it to Council members for further discussion at the last Graduate Council meeting in May.

5. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
- b. University Admissions & Standards – minor issues concerning grade dispute due process
- c. College of Graduate Studies' Admissions & Standards – No report
- d. University Curriculum Committee
- e. Graduate Faculty Review Committee
 - ❖ Eighty-six total applications were reviewed.
 - ❖ The Committee recommended 65 for approval
 - ❖ Thirteen have been denied, reasons include no terminal degree
 - ❖ Eight of the applications have been returned for further information
 - ❖ **A motion was made to approve the Committee's recommendations. The motion passed.**
- f. Petitions Committee
 - ❖ Between 1/23/12 and 2/29/12, 43 petitions were processed. Between March 1-30, 2012, 22 petitions were processed
- g. Grade Dispute Committee – One grade dispute was resolved in March.
- h. Program Review Committee – No report
- i. University Research Council Committee – No report

6. Items for Future Discussion

- ❖ A Council member requested a rotation of days for Graduate Council meetings for next year. A model has been used in the past.

7. Next Meeting: The next Graduate Council meeting is scheduled for Tuesday, May 1, 2012 at 2:00 p.m. in Parker-Hannifin Hall, Conference Room #200.

8. Adjournment: A motion was made to adjourn the meeting; adjourned at 2:45 p.m.