



GRADUATE COUNCIL

Minutes of Meeting Held on January 22, 2009

- Present:* Dean Vogelsang-Coombs, Professors Medina-Rivera, Karem, Bathala, Dixit, Ingersoll, Goodell, Simon, Gatica, Weinstein, Weyman, Smith, Chieh-Chen Bowen, Mensforth, Delgado, Thornton, Bailey
- Absent/Excused:* Professors Holcomb, Rudd, B. Bowen
- Guests:* Provost Mary Jane Saunders
Assoc. Dean Wendy Kellogg, Professor R. J. Dean

Dean Vogelsang-Coombs called the meeting to order at 2:05 p.m.

1. **Approval of the Agenda.** Dean Coombs went over the agenda items briefly and welcomed Dr. Gatica back from his sabbatical leave.
2. **Approval of December 2008 Minutes.** The minutes from December 8, 2008 were unanimously approved as written.
3. **Guest Speaker.** Provost Saunders was welcomed to provide updates & take general questions.

The two [Centers of Excellence \(Health & Civic Life\)](#) proposals are moving along. The Centers have been discussed at length with the Academic Affairs Committee and Bob Rawson, the Interim Dean of the CWRU Law School, presented it to the Board of Trustees on January 9, 2009.

The Board of Trustees had an active discussion. The Center of Health is self-explanatory, but the Center of Civic Life/Civic Engagement will take more explanation for others to understand what this involves and how to promote it as a visible area of excellence at the institution. Bob Rawson is very willing to present these two Centers to the Chancellor.

The [Chancellor's visit is February 5 & 6](#). He is here for a very short time. Every College will have a chance to participate. The faculty will have a chance for input.

Since enrollment 'drives the ship,' the Provost said many activities have been looked at to increase the numbers without continuously putting the burden on students. The Provost expressed serious disappointment that graduate applications were not processed in a timely manner for this past spring 2008 and fall 2008 action ratios. She emphasized the importance of domestic applications being acted on and not sitting for any length of time. Of the domestic application pool of approximately 1500, only 900 were acted on.

Previewing applications is a cooperative process for Program Directors and the College of Graduate Studies.

A Council member emphasized that he acts on applications as quickly as he gets them, so he questioned the rest of the process and how it is working. How can Program Directors be notified of any outstanding applications in their programs? The Provost mentioned the weekly application breakdown report sent by Chuck Newton can be viewed. Dean Coombs has sent information about “review ready” applications to all the College Deans and is hoping that this information is getting to the Coordinator’s/Director’s level. Once an application file is “review ready” it becomes a program decision. The Provost stressed the importance of completing admissions to stay financially viable. Dean Coombs is also working with John Walsh of IS &T to get data on turnaround times for the application process—how long does it take to get through an entire process for the different programs? This will be useful information for Program Directors. The Provost said this is a priority issue for the College of Graduate Studies.

The Provost then took questions:

What is the Board’s perception of the Chancellor’s visit? The Chancellor has been clear about his mission. He wants a very high quality educational system in Ohio. He’s taken models from other states. The economic piece is not the Chancellor’s only focus. He’s very interested in research and technology components. He also looks at programs that can be provided centrally; OhioLink is an example. The Chancellor is looking to see what else might be centralized to free up money so that each institution can “do what they do best,” (hire professors, teach students, do research). A central computer system throughout the state would be a great advantage to data gathering and consistency.

Another question was raised about the first time/full time freshmen issue and how it will play out. High school students are taking more and more university credits and students are being encouraged to go to community colleges. Does this mean Cleveland State University will get transfer students and they will not count in the formula? The Provost clarified that first time/full time students are under a certain number of credit hours. She and the President are still asking for a better understanding of this and the pool you start with. If the Chancellor is saying work with the community colleges and accept transfer students, then this priority needs to be reflected in the formula also. The problem with this is that urban, first time/full time freshmen do not have a good graduation rate. The funding formula will include other factors but this group will take some attention.

6. New Business:

- b) **Non-thesis Track for the Masters in Environmental Science:** Professor Dean explained that this proposal is similar to the existing Biology program that has a thesis track and an ‘exit project’ track. This model is being adopted for the Environmental Science Masters. Comprehensive exams were felt to duplicate those used in courses. This non-thesis track is also to accommodate the current student who is employed, attends classes at night, and does not have the large blocks of time needed to do research. The motion was approved with the understanding that total course credits for the non-thesis option would be corrected.

4. Dean's Remarks:

The Dean announced staff changes—Chuck Newton is moving to Institutional Research and Brenda Stanko is moving from Graduate Admissions to Graduate Student Services, both within the College of Graduate Studies.

There is a new portal for the Graduate Admissions web page, www.engagecsugradschool.com. Departments should check the links to programs from this portal to make sure they work.

Performance measurements--Total Graduate credit hours for 2009 are flat, including Law School. They are up 1/3 of 1%. Graduate domestic applications are up 14%, international down 34%. 793 applications have been processed and admitted out of 1,437. International admissions have admitted 261 out of 574. The final head count is down for Graduate school by 350. These data are from IRA & Enrollment Services.

Strategic Plan—The College of Graduate Studies will be participating in a strategic planning process. We will be working with Dr. John Yankey, a retired CWRU professor and internationally known strategic planning expert. We will link the strategic planning process with the implementation of the two Centers of Excellence.

Consortium of the CEOMPH programs—Cleveland State University will be part of a conversation involving the collaborative CEOMPH project and developing new signature Masters programs in Biostatistics and Health Policy & Services Administration. The Dean has asked for help in identifying faculty in the Colleges that might be experts/resources for these programs.

Chancellor's visit—Please participate in the Chancellor's visit as Graduate Council representatives.

6. New Business:

- a) **Termination of Sponsored Research Administration Certificate Program**—Dr. Kellogg proposed the termination of the Sponsored Research Administration Certificate in Urban Affairs. The program did not prosper as hoped and the original faculty were no longer at Cleveland State. Funding was not available to keep the program afloat. It was felt a better practice to terminate the program instead of suspending it. Keeping a listing in the catalog of a suspended program can cause confusion to students. The proposed termination motion was unanimously approved.

5. Old Business:

- a) **Graduate Admissions categories**—Drafts of admission categories were sent to Council members for review. The categories are: Regular Admission, Regular Admission with program requirements, Conditional Admission, Provisional Admission, and Non-degree status. Dean Coombs explained that she wants to look holistically at the categories to insure consistency across types of students and is asking for help in trying to rationalize & simplify the categories. The Dean facilitated a discussion of the categories with the

purpose of eliminating poor practices, practices not consistent with OBOR, and to empower the program directors while fulfilling the obligations of the College of Graduate Studies.

In summary, Council members would like to see a template of an admission letter and discussion was postponed for future study.

4. Dean's Remarks:

[400/600 courses](#)--The Dean did the research about 400/600 level courses being an OBOR violation. Per the OBOR office, It is not a violation but is considered a poor practice.

6. New Business:

- c) [Scholarship committees](#)--Dr. Bailey gave an update on the scholarship committee that reviews applications for the OBOR Fellowship program and the Jack Kent Cooke scholarship. The same committee will again meet, with one possible faculty replacement in the Humanities.
- d) [Graduate Student Exit Survey](#)--Dean Coombs sent out a graduate student exit survey. Many graduate schools use them. She proposes that this survey be referred to the College of Graduate Studies Admissions and Standards Committee. It was also suggested students complete this survey online.

7. Committee Reports:

No reports

8. Announcements, Information, FYI:

[A Chronicle article](#) entitled, "Economists Ponder How to Help Speed Up Ph.D. Completion" was distributed.

[Electronic balloting](#) will be used for the Spring elections for Graduate Council.

A reminder of [Chancellor Fingerhut's visit](#) on February 5/6.

Dr. Medina-Rivera, the Director for Cultural Crossings, shared information about the III Crossing Over Symposium call for papers. The event is scheduled for October.

5. Old Business:

- b) Since there are no volunteers to replace Professor Karem on the Program Review Committee, he will remain on the group.
- c) By-laws update—there has been limited input from faculty so the task was referred to the Graduate College Admissions & Standards Committee.

10. Next Meeting: The next Council meeting is scheduled for February 12, 2009 at 2:00 p.m. in Room 200 of Parker-Hannifin Hall.

11. Adjournment: The meeting adjourned at 3:50 p.m.