



# Graduate Council

## Minutes of Meeting Held March 9, 2007

*Present:* Interim Dean Jeffres, Professors Bailey, Beebe, Bowen, Goodman, Forte, Gatica, Mallett, Oprea, Rudd, Simon, Smith, Thornton

*Guests:* Giannina Pianalto, Steve Slane, Colleen McMahon, Richard Perloff, Cheryl Bracken, Dave Grilly

*Absent/Excused:* Professors Bathala, Chang, Hansman, Sola, Spector, Tukel,

Dean Jeffres opened the meeting at 1:05 p.m.

### New Business:

#### *Proposed new Masters of Arts in Psychology in School Psychology:*

Colleen McMahon stated that currently they have a Psy. S. Specialization in School Psychology as an entree into that program they have to earn a Master's. Currently in place is the Master's in Clinical Psychology. This was from when Clinical and School Psychology were combined. This proposal is to separate formally what has happened informally in Psychology, which is a Master's in School Psychology. A motion was made to approve the Masters of Arts in Psychology in School Psychology specialization. The motion was seconded and unanimously approved.

#### *Proposed new Communication Track in the Urban Studies & Public Affairs PhD Program:*

Bill Bowen stated that this track has been in the making for the past year and a half. The PhD in Urban Studies and Public Affairs was put together initially as an interdisciplinary program with social sciences throughout the University. In discussion with Richard Perloff it became clear that the field of Urban Communications was a viable academic field so it seemed like a logical extension for the PhD program to set up a track. It was felt that it was a positive thing to set up a track with a strong research faculty such as Communication. Not in the document is a statement from the faculty of Urban Affairs that "CSU School of Communication faculty associated with the PhD Urban Studies & Public Affairs program shall only be able to vote on those issues related to curricular and other issues affecting the communication concentration". This was circulated among the Communication faculty and that was not problem. Dr. Bowen asked the document be amended to include this statement. Richard Perloff stated that this proposal reflects a good collaboration between the two units. It would be a good opportunity for some of our master's students to think about matriculating into the PhD program and some of their students to work with the Communication faculty. The track would be identical to the other five tracks in the PhD program except that it would focus on Urban Communication. A Council member noted that the proposal included the development of several new courses. He asked if that would require new faculty. The response was no.

The Council member asked what was the difference between 500 level and 600 level courses. Dr. Perloff responded that PhD students cannot get credit for 500 level courses. So the proposal is to renumber them at the 600 level. Eventually they may consider renumbering them at the 800 level. The question was raised as to what is the difference between the 500 and 600 level classes. Dean Jeffres responded that in a lot of cases across campus courses were numbered at the 500 level many years ago and were never changed.

Undergraduate students can take 500 level courses. For 600 level courses you have to be a graduate student. A Council member asked if there needed to be a study done on this. Do we have too much of a patch-work and inconsistencies across the programs? This question is asked independently of the proposal. Dean Jeffres said he would do an initial survey on the question of 500 and 600 level courses.

A Council member asked if there were resources for Graduate Assistants hat would not come out of other programs. Dean Jeffres responded that there are separate resources for the doctoral programs including Psychology, Communication and on other. This is an initial cost to seed the program and it would eventually become self-sustaining through research funds. A motion was made to approve the proposed new Communication Track in the Urban Studies & Public Affairs PhD program with addition of the statement "CSU School of Communication faculty associated with the PhD Urban Studies & Public Affairs program shall only be able to vote on those issues related to curricular and other issues affecting the communication concentration". The motion was seconded and approved unanimously.

*Proposed MA in Global Interactions:*

Qingshan Tan from Political Science stated that this is a program developed by Bob Charlick a professor in the Political Science Department. He obtained a grant to do a feasibility study. This program is primarily designed to offer students a graduate program in the commercial and non-governmental areas, which is a growing area. This is a degree that is not aimed at students who want to get a PhD rather for those who want to practice in the field. This is a professional interdisciplinary program. They sought to cooperate with Business School, Law School, and Communication School to offer this joint degree. A council member asked what kind of job a student would get with this degree. The response was that most of the students would take a job in the commercial sector, non-governmental or not for profit organizations. This program is focused on the international interactions with international organizations or international companies. People currently working in this field are interested in this type of program to upgrade their skills.

A Council member asked what would make someone hire a graduate from this program rather than an MBA program. The response was that this program is different in that it emphasizes on communication, the foreign culture, as well as political international relations and analytical skills. Our students will acquire the knowledge and analytical skills and understanding of international relations. In our days this is more important in terms of conducting international business. It is more than just understanding the business skills. Here we are talking about the international affairs like what is going on in the Middle East. How the government's position and policies will affect the international business in those areas. If you want to conduct business in China in Asia, the kind of cultural understanding of that area is very important. The ability to speak the language, the ability to conduct the business negotiations, the ability to understand how Chinese government affect the business development are the skills that are not learned from the typical business school. A Council member asked how many years of foreign language is required for admission. The response was two years. The question was is that enough? Dr. Tan response was that this is the minimum language skills they felt were reasonable. There are a lot of immigrants from the former Soviet Union, Eastern Block who came with professional second language that will qualify for this program.

Recognition of the degree was questioned. Everyone recognizes the MBA degree. Nobody will recognize what this degree is. You have to sell yourself. This is an emerging field. There are very few professional degrees. There are two advisory committees. One is the academic committee with faculty from other schools to advise on curriculum. The other Committee is the professional committee. Local business, community, and non-profit organizational leaders serve on this committee. The committee members have indicated that there is a need for this type of student interns. We would like to give the student true

international experience by placing them overseas. This may not be an easy task, especially initially. If we can at least place them at the local forums that have international orientation that would give them some limited exposure. A Council member asked how a student who is working full-time participates in an internship. The response was that if the student is working at a company that has an international component they may be able to do it there. Other Council members responded that other programs have the same issue. Social Work for example has many students who work full-time and still find the time to do their internship.

The question was raised as to what resources are needed. This is answered on page twenty-nine of the proposal. Some of the costs will come from a grant. A motion was made to approve the Proposed MA in Global Interactions. The motion was seconded and unanimously approved.

*CLASS Graduate Faculty Guidelines:*

A Council member stated that it looked like they went down the list of every faculty member and found what they did and listed it. Criteria number three states ‘Receipt of externally sponsored scholarly or professional grants and/awards’. The question is does that mean they don’t produce anything? That shows you are an entrepreneur or a failure because you didn’t produce anything from the receipt of these. There was discussion on the possibility of receiving grants being scholarly. Receiving \$5,000 from a very prestigious organization or funding source should be much better than receiving \$6,000 from an easy source. A Council member stated that this is a promise it is not a performance. Until you perform you haven’t shown that you are a scholar. Another Council member stated that previously it was stated that if you only had one scholarly article then you should have two of the following. It was suggested that receipt of a grant or award be moved under any two of the following or. Criteria are not consistent. A motion was made to table the College of Liberal Arts & Social Sciences Graduate Faculty Status Criteria until a global study is circulated on all of the guidelines. The motion was seconded. Discussion ensued on how to review the CLASS faculty whose term on the Graduate Faculty expire. It was determined that the old criteria of two publications can be used for those who apply. They can be given a one year interim appointment until guidelines are approved. The question was raised as to how the two applicants from music and art. These faculty were given a separate equitable line where they could be members of Graduate Faculty for performance. We are dealing with an academic position for which our standards do not cover in an ad hoc basis until the full standards are approved. After additional discussion the motion to table the CLASS Graduate Faculty guidelines until CLASS is given the opportunity to make some revisions and Graduate Council is able to view a global study of the criteria approved to date was unanimously approved.

**Committee Reports:**

*Faculty Senate Representative:*

No Report

*University Admissions & Standards Representative:*

Chris Mallett reported that the University Admissions and Standards Committee received no new knowledge, legal advice on the missed class policy for religious holiday issue that was presented at the last meeting. A course repeat policy for the Honors Program was discussed and sent back to the Honor’s program for additional information. The other issue was the revision to the admission standards for the Provisional status student. This issue was of eleven credit hours going to twelve. The recommendation for the provisional students was to allow them to take twelve hours mostly because of the financial aid issue.

*University Curriculum Committee Representative:*

No report

*Research Council Representative:*

Jill Rudd reported that Research Council met and will be meeting on March 22<sup>nd</sup> to go over all of the Faculty Research Development Grants. They received 34 which is a lot when there is only \$150,000.

*Graduate Faculty Review Committee:*

Bill Bailey reported that the Graduate Faculty Review Committee has not met. Those faculty members whose term on Graduate Faculty is to expire at the end of Spring and at the end of Summer terms have been invited to apply with the exception of the CLASS faculty. A copy of their guidelines was sent with the invitation. The application deadline is March 28<sup>th</sup>. Dr. Bailey stated that they anticipated that if the CLASS guidelines were approved today the CLASS faculty could be asked to apply. We must live up to the decisions that were previously made for the current applicants. We may change them down the line when we put them all on the table but we have actually given them a piece of paper saying here are the standards, write us a statement in your cover letter as to how you meet those standards.

**Old Business:***4 + 1 Degree Programs*

Dean Jeffres stated that there has been a query that led us to investigate the subsidy level and how to count it. He queried Harry Andrist at the state and other universities and it looks like we are low balled at every step. What you end up with essentially is a trade-off. You hope you get more students in than the subsidy you loose by 8 or 10 credits being taken at the undergraduate level by students going into the Graduate program. If Graduate students take undergraduate classes it counts as undergraduate. If undergraduates take graduate classes it counts as undergraduate. That is what the state counts in terms of subsidy.

The second issue is the admission process. Other universities that have the 4 + 1 program do not admit students until they have finished their bachelor's degree. This does not speak to the process as to how we handle the applications. This will need to be on the agenda at a later meeting.

**Announcements and Communications:**

Dean Jeffres stated that Giannina Pianalto attended the meeting to make a brief statement. Dr. Pianalto distributed copies of material that she received at a seminar she attended. The chart shows the ideal recruitment process. She is attempting to follow the steps from Inquiries to Alumni. Some things can be done in the departments. She is pleased that we are doing what should eventually work in the clerical procedures of improving communication, being more professional, being prompt, being consistent, and in the inquiry process. Graduate Admissions began tracking prospects as of February second. To date they have received 320 inquiry students who have received a packet. Dean Jeffres stated that this was a big improvement over mailing out a catalog. The last page of the packet includes a draft of stats. This helps to see when the peak time for degree, non-degree, and international applications. This will help with when is the best recruiting time.

Dean Jeffres stated that this is a real improvement. He told Council members that if your program would like more students they should follow his way or Giannina's way because one of our goals is to increase enrollments and improve the efforts to do so as well. Dr. Pianalto stated that she is putting together requirements for every program. Eventually this will be on the web but for now when students call in we are able to answer right away. A Council member suggested that this would be a good document to have. This will help when we join the same system as undergraduates with a check list. Once an application is started the system brings up a check list. Right now the list is coming from the PIA's in Graduate Admissions.

Eventually it will go to the Graduate Program Directors. It will not go out until final approval from the programs is received.

*Provisional & Conditional Admission*

Dean Jeffres stated that he spent many hours with the language that is in the catalog as to what makes someone a Conditional or Provisional versus a regular student. It comes down to if you admit someone as a conditional student and they don't submit their transcript, if the State audits our books and there is no official transcript they pull the subsidy. So it behooves us in seeing that students who apply to the program that we get their actual official transcript before they can register then we will know they have graduated and we will not lose subsidy. The language is provisional. We say that you have been admitted as a student, they are actually provisional, but you must submit an official transcript. This will come back to Council at a later date.

*Graduate Program Directors Meeting – Tuesday, March 20*

Dean Jeffres reminded Council members that there is a Graduate Program Directors meeting on March 20<sup>th</sup>.

**Additional Agenda Items:**

Glenda Thornton stated that apparently the library has been binding personal copies of theses and dissertations. Legend has it that we have handled up to 100 copies for personal gifts. The library cannot handle 100 copies of personal gifts and take responsibility if there is any error in the binding and pay for them again and keep them and store them and mail them out to who knows where. We are trying to move into the new world which is electronic so people can have electronic copies. It makes sense that we don't continue to handle as many as 100 copies. It is now being limited to the official copies that we have to have for the University. Dr. Thornton has been contacted by some departments asking about the copies they want to have within their department. She is putting together as much information as she can on how to help people get those copies and take on their responsibilities for making them proper, etc. A Council member stated that it ought to be done in a way that minimized the burden on the student. We are the last University in Ohio to submit electronic Thesis and Dissertation to the Ohio Link Thesis and Dissertation Center. The process is set-up and everyone else in the State has gone through the issues. It's embarrassing that we are not putting our scholarship up there. n We are twenty years behind the curve.

Dean Jeffres informed Council members that the Faculty Profiles are going to be linked into the Graduate Faculty page. He asked everyone to do their logon and past in their vitae. They will be linked to the College and Department web pages.

*Graduate Council Appreciation Lunch & Meeting – May 4, 2007*

The meeting was adjourned at 2:30 p.m.

(Minutes were approved by Graduate Council on April 13, 2007)