



## GRADUATE COUNCIL

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### Minutes of Meeting Held April 24, 2019

*Present:* Dean Sridhar, Professors Pourdavood, Kothapalli, Falk, Tayyara, Matcham, Ekelman, Quinn, Shukla, Hatch, Kumar, Library Representative Diane Kolosionek, Student Representative Rene Kizys

*Absent/Excused:* Associate Dean Schultheiss, Professors Deng, Arndt, Hansman, Richter, Adluri, Kostas, Krebs, Registrar Kevin Neal,

*Guests:* Professors Brian Ray, via phone (Law) Yongjian Fu (Electrical Engineering & Computer Science), David Anderson (Chemistry)

**1. Approve Agenda** – The Revised Agenda was **approved** as presented.

**2. Approve minutes** – March 26, 2019

❖ **A motion was made, seconded and the March minutes were approved as written.**

**3. New Business**

❖ Curriculog proposals

i. Master of Legal Studies in Cybersecurity & Data Privacy – new specialization

- With Professor Ray's recent surgery, Dr. Sridhar called him on the phone to discuss this proposal. Professor Ray explained that this specialization would allow students to choose this path and focus on this area from the beginning of the program.
- Because this is a change in the program of more than 50% and it will be presented fully online, it will need to go to CCGS for both approvals. This will be a specialization within the Master of Legal Studies degree (Master of Legal Studies in.....) and not a degree title change.
- Course changes are minimal; the common law course requirement is eliminated.
- Comments from the Registrar mentioned that the catalog copy included in the proposal does not show the changes as marked up copy. This should be completed to show the changes needed in the catalog. **An approval would be contingent on these changes.**
- Questions included: who would take this degree, what is the job market for this degree, what are the faculty needs for the courses, and do total credit numbers change?
- **A motion was made to approve the proposal, which was seconded and passed unanimously.**

ii. Master of Computer & Information Sciences, Computer Science track – degree title

- This is part of the Engineering degree split in 2015. The Computer Science track moved to the Engineering College and the Information Systems stayed in the Business College.
- This proposal is to change the degree title of this Computer Science track to a Master of Computer Science.
- Curriculum is basically the same
- **A motion was made to approve the degree title change, which was seconded and passed unanimously.**

iii. Computer & Information Science, Computer Science track - revisions

- Two 500-level courses have been added to the elective choices. Students then need to take at least two 600-level courses as electives in order to not have only 500-level choices.
  - **A motion was made to approve these revisions, which was seconded and passed unanimously.**
- iv. Environmental Engineering – revisions
- The revisions include: 1) adding a new elective course (EVE 577), 2) deleting courses, 3) reducing total # of credits for the non-thesis option *from* 33 *to* 31, and 4) eliminating the personalized option.
  - **A motion was made to approve these revisions, which was seconded and passed unanimously.**
  - A notation will be made to reference a correct catalog copy with revisions clearly displayed.
- v. Health Care Management – new graduate certificate
- There is a new certificate of five required courses with a total of 15 credits. All courses are existing, no new courses proposed.
  - This is a part of the Health Care MBA program.
  - A Council member expressed concern that one of the courses, HCA 555 Analysis of Health Care Markets, is an economics course that should be taught by the Economics Department. Another Council member agreed that collaboration between departments is important. This has been done for *new* courses being introduced, but HCA 555 is an existing course. It was suggested that the Council member explore collaboration possibilities with the Business College.
  - **A motion was made to approve this new certificate, which was seconded and passed unanimously.**
- vi. Doctoral Clinical Chemistry – new graduate certificate
- This proposal is to replace a specialization with a graduate certificate, and has been at the request of the accrediting body. There has not been a way to show on a transcript that a student has completed a certain set of courses and a specific certificate will show this.
  - This is not a ‘stand-alone’ certificate, it is in companion with the Ph.D. degree
  - Total credits are 1) reduced because of a reduction in the internship course (CHM 756) and 2) over 21 credits so the proposal will need to be reviewed by CCGS at the state level
- vii. Clinical-Bioanalytical Chemistry, Ph.D. – catalog revisions
- This proposal shows the catalog copy removing the specialization and replacing with the certificate
  - **A motion was made to approve this new certificate, AND to approve the changes in the catalog copy, which was seconded and passed unanimously.**
- viii. Graduate courses in Curriculum – for review
- The courses were reviewed in the Graduate College. Dr. Sridhar talked about one course, HSC 692 Master’s Project. There is some debate whether the department will go ahead with this course modification or not.
  - **A motion was made to approve the list of courses (with the possibility of HSC 692 not being included), which was seconded and passed unanimously.**
- ix. Graduate Council Elections
- Dr. Sridhar went over the names of those members whose terms are expiring and thanked everyone for their service. He read the names of the new members coming for 2019-2020.
  - New members were chosen for the Graduate Council Committees—Petitions, Grade Dispute, Program Review, Graduate Faculty Review, and Student Awards.

#### 4. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
  - There was discussion of the Starfish program
- b. University Admissions & Standards
  - Discussion items included:
    - The CCC-Lorain agreement
    - The residential requirements for minors
    - Adding a 7:30-8:45 p.m. course time slot
- c. University Curriculum Committee – no report
- d. Graduate Faculty Review Committee – no report
- e. Petitions Committee
  - Ten petitions were reviewed
- f. Grade Dispute Committee
  - Three grade disputes are in process
- g. Program Review Committee
  - All five reviews are completed for the year
  - Dr. Sridhar intends to contact each Program Director to have a dialogue about program support
- h. University Research Council - no report
- i. Graduate Student Awards Committee
  - The Awards Reception will be Friday, May 10<sup>th</sup> @ 1:00 p.m.
  - A question was raised about a student GA also getting an award payment

## 5. Informational/Discussion

- ❖ Graduate Students walking @ Commencement without completion
  - i. Dr. Sridhar solicited comments, opinions and guidance from Council members concerning a graduate student walking at the Commencement ceremony without completing their program requirements.
  - ii. Comments and discussion included the following topics: graduating with your cohort group, encouraging more student participation in the ceremony, the diploma is not actually given at Commencement
  - iii. A Council member recommended that two criteria be implemented for agreeing to have a student walk at Commencement without completion: 1) recommendation from the Program Director, and 2) controlling the instances in which it would **not** be allowed. Various circumstances and reasons could occur so one could only mention when it would not apply.
  - iv. Another Council member added that it should be clear that these exceptions need to be “for good reason” and communicated as such by the Program Director.
  - v. The Graduate College will write a sentence or two to be added to the Graduate Catalog and provide it to Council members for review/approval.
- ❖ A question was raised about the status of 4+1 programs being entered into the OnBase application system. Currently 4+1 applications are handled by paper copy at the department level. Graduate College is not aware of a 4+1 student until they are actually accepted. There has been a meeting with the Registrar’s office and IS & T. This request is still in process. Dr. Sridhar is working with the Honors College to have automatic acceptance into the Graduate College, with departments opting out if not appropriate for their graduate program.
- ❖ In answer to a question, current course minimum enrollment before cancellation was verified as 5 for doctoral, 7 for Master’s, undergraduate is 10. There have been requests from departments for deviation from these numbers.

## 6. Next Meeting: TBD in September 2019

## 7. Adjournment: The meeting adjourned at 11:30 a.m.