



GRADUATE COUNCIL

Minutes of Meeting Held December 10, 2018

Present: Dean Sridhar, Associate Dean Schultheiss, Professors Deng, Hansman, Richter, Kothapalli, Falk, Sun, Tayyara, Kosteas, Matcham, Ekelman, Quinn, Hatch, Krebs, Kumar, Library representative Diane Kolosionek, Registrar Kevin Neal, Student Representative Rene Kizys

Absent/Excused: Professors Arndt, Pourdavood, Shukla

Guests: Professors Brian Ray (Law), Yongjiun Fu (Electrical Engineering/Computer Science), Cathleen Lewandowski (School of Social Work)

Dr. Sridhar called the meeting to order at 10:00 a.m.

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

2. Approve minutes – November 15, 2018

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

3. New Business

❖ Curriculog proposals

i. Cybersecurity and Data Privacy Law & Policy Certificate – new certificate

- Professor Ray explained that this began as an interdisciplinary (Law, Business, Engineering) PDP proposal last year, went to ODHE and received several comments from other universities about the lack of cohesiveness. It was decided to have each college develop a certificate from their individual concentrations.
- The certificate, as first explained, involves three core courses (9 credits) for those not enrolled in a program, 15 credits for those enrolled in the MLS, LL.M or the J.D. degrees.
- Through discussion, several Council members felt having some students receive the certificate after nine credits and others after 15 credits was a discouraging factor. Also, it was felt that the supplemental informational documents did not support that criteria.
 - a. With further discussion and explanation, the certificate is three core courses for nine credits and two additional elective courses for a total of 15 credits for all students. By removing a phrase in the curriculum copy, this will be clarified.
- Because of the nature of separation between the Law school, Law courses, and graduate courses it is not always evident what is available to graduate students. This certificate will hopefully fill the need for this current, in demand, focus area.
- Council asks for the phrase, “J.D., MLS and LL.M.” to be removed from the curriculum document in Curriculog. Also, the third paragraph beginning with, “Professionals enrolling directly in...” will be deleted. The final request is to include the elective courses in Curriculog, between the “Core Requirements” and “Experiential Learning” sections. Once these revisions are made, the Graduate College will verify when the proposal is returned. **A motion was made to approve the proposal with the listed revisions, which was seconded and passed.**

ii. Computer & Information Sciences (CIS), Computer Science track, revisions

- Dr. Fu explained the within the MCIS there is a preparatory undergraduate course sequence for those students who may not have the necessary computer science

background. The sequence is currently eight courses. The proposal is to take two of the courses from the prep sequence and have the students take them as graduate courses later. This will reduce the time for students needing the prep sequence before they can enter the Master's program.

- Through discussion, several questions were raised.
 - a. If the undergrad courses are converted to graduate courses (CIS 390, CIS 345), graduate students *with* a CS background will also be able to take it as a possible 'easy' course. There are no restrictions being made to prevent this. Any student will be able to sign up.
 - b. Cross listings 390/550 and 345/545 is not permitted. The proposal indicates that CIS 390 and CIS 345 will be converted to 400-level courses and then cross listed. No accompanying proposals for these course changes are currently in Curriculog and the included syllabi still show 3/5 not 4/5.
 - c. Because the proposal includes several issues: converting two 300-level courses to 500-levels, removing the C+ grade in the 545 syllabus, and reducing a preparatory sequence from eight courses to four, Council feels this proposal should be divided into separate proposals for each change.
 - d. Graduate Council suggests holding this proposal in Curriculog while the course changes are initiated and processed. No vote was held at this time.
- iii. Master of Social Work – online proposal
 - Dr. Lewandowski explained that Social Work is looking to add an online program to their existing face-to-face Master's. The department is working in cooperation with the Center for E-Learning. The two major reasons for adding the online version are: 1) to meet student needs and 2) to keep pace with the competitive programs at other area universities
 - A specific notification form will need to be submitted to the Ohio Department of Higher Education (ODHE) and a self-study will be submitted to the Social Work accrediting body as a program change.
 - All courses, admissions standards and field placements remain the same. There are no changes to the program other than the additional option of an online offering.
 - Discussion included questions about the value of online courses in a program that involves social interactions as its focus, the ratio of face-to-face vs. online courses, and a faculty suggestion for additional support information.
 - A Council member expressed a concern that for this type of revision, there is background information that is not fully available, such as will some classes be cancelled, work loads, does the department have administrative support.
 - Since the proposal came into Curriculog directly to Graduate Council as "Ad Hoc" without College approval, the proposal will be sent back for College approval. A vote will be held back until the proposal receives College approval and returns to the Graduate Council step. If there are no substantive changes or concerns at the College level, Council will approve the proposal when it returns.
- iv. List of courses in Curriculog
 - The list of courses was reviewed in the Graduate College with no issues.
 - **A motion was made to approve the courses presented in Curriculog, which was seconded and passed unanimously.**

4. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
 - No related graduate issues.
 - The Graduate & Professional Student Organization now presents a report at Senate.
- b. University Admissions & Standards - no report
- c. University Curriculum Committee – no report
- d. Graduate Faculty Review Committee – no report

- e. Petitions Committee
 - A meeting is scheduled for Tuesday.
- f. Grade Dispute Committee
 - There is another grade dispute in process.
- g. Program Review Committee – no report
- h. University Research Council – no report
- i. Graduate Student Awards Committee
 - All awards have been determined and students have been paid their award monies. A list will be sent to Graduate Council members.
 - Students will be recognized and awards presented at the ceremony in May 2019.

5. Informational/Discussion

- ❖ Dr. Sridhar mentioned that the College has received several requests from the Scheduling and Registrar's Office to schedule undergraduate and graduate courses at the same time. The recent requests have been for 400/500/600, 500/600/700, and 300/600 level courses, usually in order to accommodate a doctoral student. These were approved as a one-time issue. Dr. Sridhar has been in conversation with department chairs to make sure other long-term solutions in program structure are being worked out to avoid these issues repeating.
- ❖ A Council member wondered if some of this is generated by declining graduate enrollment?
- ❖ There was a suggestion that the minimum number of students to run a class could be modified?

6. Items for Future Discussion

- ❖ Spring meeting dates was briefly mentioned. Will a similar structure of days/times work for Spring?

7. Next Meeting: TBD

8. Adjournment: The meeting adjourned at 11:28 a.m.