



## GRADUATE COUNCIL

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### Minutes of Meeting Held March 26, 2019

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*Present:* Dean Sridhar, Associate Dean Schultheiss, Professors Deng, Hansman, Pourdavood, Falk, Adluri, Tayyara, Kosteas, Matcham, Ekelman, Quinn, Hatch, Krebs, Student Representative Rene Kizys

*Absent/Excused:* Professors Arndt, Richter, Kothapalli, Shukla, Kumar, Library Representative Diane Kolosionek, Registrar Kevin Neal,

*Guests:* Professors Brian Yusko, Deborah Morin (Education), Suzanne Giuffre (Physical Therapy DPT), Michele Bowman (ESL); and Caryn Lanzo (eLearning)

1. **Approve Agenda** – The Agenda was **approved** as presented. Dr. Sridhar stated that based on the guests waiting, he might move some Agenda items up or down.
2. **Approve minutes** – February 25, 2019
  - ❖ **A motion was made, seconded and the February minutes were approved as written.**
3. **New Business**
  - ❖ Curriculum proposals
    - i. M.Ed. in Educational Administration – degree title change
      - The proposal is to change the name of the degree *to* Education Leadership, which is more reflective of the current field, current trends and the national focus.
      - There will also be future proposals of some course revisions (name and/or content) but accreditation standards have not changed.
      - Gradually, over time, the course changes have evolved to become more “Leadership” focused and this name change will be more reflective of what is being offered.
      - Dr. Sridhar suggested some of the course prefixes also reflect this revision and change the ADM to a Leadership prefix.
      - A name change form will also need to be submitted to CCGS in Columbus.
      - A Council member commented that everyone’s courses do evolve over time and all should make sure descriptions and titles reflect the actual content in order to advertise to students correctly
      - **A motion was made to approve the proposal, which was seconded and passed unanimously.**
    - ii. Civil Engineering, Ph.D. –revisions
      - Of the three tracks in the Ph.D. Civil Engineering program, the request is to eliminate the “Transportation” track and add a “Water Resources” track.
      - Faculty resources are not available for the Transportation track.
      - The additional revision is to add the Doctoral Seminar to the core courses, which increases total core credits to 16. A Council member questioned the grading of the course, whether it is letter graded or has a “S/U” grade, thinking core courses should have a regular grade standard. There is no Graduate College requirement for such.
      - **A motion was made to approve the proposal, which was seconded and passed unanimously.**

- iii. Civil Engineering, with Specializations – revisions
  - The proposal is to increase the allowable credits for the CVE 593 Special Topics courses *from 4 to 6*. The course is now three credits and there may be an instance where a student will take two Special Topics courses of different subject matter. Students would petition for the increased credits, which would always be approved. Increasing the allowance will eliminate the number of petition instances.
  - **A motion was made to approve the proposal, which was seconded and passed unanimously.**
- iv. M.S. in Electrical Engineering – revision AND M.S. in Software Engineering – revision will be discussed together because of their similarity.
  - The EEC 693 Special Topics has been available to students as a technical elective but has not been listed in the catalog. This proposal is to add the course in the electives list.
  - **A motion was made to approve the two proposals, which was seconded and passed unanimously.**
- v. Engineering, Soft Materials – new graduate certificate
  - The proposal is for a new graduate certificate with three existing courses as the core and one existing course for an elective.
  - The total is 12 courses and the courses count towards a graduate degree.
  - **A motion was made to approve the proposal, which was seconded and passed unanimously.**
- vi. Graduate courses in Curriculog – for review
  - The courses were reviewed in the Graduate College and there are no outstanding issues.
  - **A motion was made to approve the proposal, which was seconded and passed unanimously.**

#### 4. Continuing Business

- i. Physical Therapy, DPT – revisions
  - Following the February Council meeting, questions remained concerning the DPT proposal and waiving of courses. Dr. Giuffre clarified the revisions for Council members
  - The question is mainly concerning the Gross Anatomy course. CSU students would have this course in undergrad and/or the Master's program so repeating at the DPT level would be redundant. This course will be waived for those students and any outside CSU student with a comparable course.
  - The Anatomy course is the only one to be possibly waived. The previous presentation was somewhat unclear.
  - **A motion was made to approve the proposal, which was seconded and passed unanimously.**

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

- a. Faculty Senate – no report
- b. University Admissions & Standards
  - A graduate grade dispute was reviewed
- c. University Curriculum Committee – no report
- d. Graduate Faculty Review Committee
  - The Spring list of new and renewals for Graduate Faculty Status was reviewed and the Committee recommends approvals.
  - **A motion was made to accept the Committee's recommendations, which was seconded and passed unanimously.**
  - A new application form was reviewed previously and will be adopted for the upcoming Summer applications.

- e. Petitions Committee
  - Ten petitions were reviewed
  - There will be a meeting in June to facilitate cases so that students will be ready to register for Fall
- f. Grade Dispute Committee
  - One grade dispute is in the process of gathering information
- g. Program Review Committee
  - Meetings with external reviewers have been continuing, five completed
  - All reports thus far have had positive comments with minimal negative issues
- h. University Research Council
  - Research Awards have been finalized
    - FSI: 40 proposals, 33 funded
    - FRD: 7 proposals, 4 funded, 2 possibly pending
    - GSRA: 19 proposals, 13 funded, 6 rejected
- i. Graduate Student Awards Committee
  - The Awards Reception will be Friday, May 10<sup>th</sup> @ 1:00 p.m.
  - Dr. Sridhar thanked the Committee for their work in Fall Semester as well as for the 3-MT competition in the Spring.

## **6. Informational/Discussion**

- ❖ Michele Bowman attended and provided information about the ESL 502-503-504 course changes now offered as non-credit courses.
  - i. Discussion and questions included: Why the change, concerns in having these courses along with a full-time graduate course load, what are the consequences for not doing well in these courses, and have University budget offices been notified?
- ❖ Caryn Lanzo provided information on updates with the Beacon partnership and our online courses
  - i. Three programs will be involved (MBA, Educational Administration, Curriculum & Instruction) and the eLearning office is planning and collaborating with the program directors
  - ii. Once courses are ready they will be uploaded to a Beacon platform and Beacon will provide training for faculty
  - iii. Questions and discussion included: compensation for program directors' time/involvement in the course preparation and support for any language difficulties
- ❖ The Graduate Election process continues, First Ballot was sent out
- ❖ Graduate & Professional Student Appreciation Week is April 1-5. There will be several events (Happy Hour, Trivia Night) so encourage your students (and faculty) to attend.
- ❖ Graduate Faculty Meeting is Thursday, April 11<sup>th</sup> @ 12:30, please attend.
- ❖ GA stipends are increasing for Fall 2019. Master's stipends are increasing 20% and Doctorals 10%.
- ❖ A question came up concerning a raise in graduate class size.

**7. Next Meeting:** April 24 @ 10:00 a.m. in PH 104

**8. Adjournment:** The meeting adjourned at 2:20 p.m.