



GRADUATE COUNCIL

Minutes of Meeting Held May 3, 2017

Present: Interim Dean Schultheiss, Interim Associate Dean Plecnik, Professors Arndt, Hansman, Sparks, Duffy, Falk, Goodman, McLennan, Shukla, Delgado

Absent/Excused: Professor Adluri (sabbatical), Deng, Lustig, Kosteas, Francis, Kostandy, Zingale, Xu, Kaufman, Thornton, Registrar Neal

Guests: Professors Sue Neff, Brigitte Culliver, Guowei Jian

Dean Schultheiss called the meeting to order at 10:05 a.m.

1. Approve Agenda

- ❖ The Agenda was **approved** as written.

2. Approve minutes from April 20, 2017 meeting - The minutes were **approved** as written.

3. New Business

- ❖ Curriculog proposals
 - i. Speech Pathology & Audiology – revisions per accrediting body
 - The program has made updates to the catalog to include the accrediting body (ASHA-American Speech, Language & Hearing Association) requirements. The major change is a requirement for undergraduate courses in biological sciences, social sciences, physical sciences and statistics. These courses are required within two years of completing the program and the clinical fellowship. The program is five semesters with a clinical component and there isn't time to include these courses and be successful in the program. Requesting them *before* will ensure that all students are meeting the requirement. The courses **do not** need to be completed before applying. They can be in process or completed in the spring/summer before enrollment.
 - In reference to the exit requirements, SPH 591 includes an oral as well as a written component. That was clarified in the catalog. SPH 591 is not a comprehensive exam and the title is in the process to be changed. It will be a research project. There is also a thesis option.
 - Prior to the SPH 599 Thesis course, students do need to take SPH 596 Directed Study. Council asked for that course to be added to the required course list.
 - Other general catalog cleanup is proposed, including a few course title and description changes that are under separate proposals in Curriculog.
 - A Council member questioned the statement that international students need to file a separate application with the Center for International Services & Programs (CISP). It was thought that these students submit the regular application only. The department will check if an additional application is required.

- In the section about selecting thesis committee members, it was suggested that the different graduate faculty levels be listed for clarification. The Thesis Chair needing a Level 1 or Level 2 while committee members could be Levels 1, 2 or 3.
 - **A motion was made to approve the proposal with the suggested revisions. The motion passed unanimously.** The proposal will be sent back to the originator for the changes to be made. Once it returns to the Graduate Council step, it will be checked for accuracy and moved on.
- ii. Corporate Communication, new Graduate Certificate
- Information has come from the corporate community about the need for better internal & external communication and a higher level of training for their organizations. The certificate is twelve total credits, including two theoretical courses, one method course and one elective.
 - The certificate can be completed in one year, or at the student's own pace. The credits from this certificate can be applied to the Master's, if the student wishes to continue for the degree.
 - A Council member asked how often the courses are offered and available. The courses are existing and the certificate can be completed in one year.
 - A suggestion was made to make the certificate interdisciplinary by allowing the electives to be from other programs—Business or Psychology, for example. It could be marketed to other students besides just those interested in Communication.
 - It was suggested that if the Certificate would become interdisciplinary, that is allowing electives to be chosen from other fields, the Communication Master's degree should be looked at also to see if the chosen electives could count towards the Communication Master's degree. Dr. Jian did admit that a “stackable” degree has been considered.
 - **A motion was made to ‘approve’ (return to revise) the proposal with the suggested revisions. The motion did not pass.**
 - Discussion involved the suggested revisions and whether the Certificate should be returned in order for these revisions to be made, OR if the Certificate should be moved on with these added as “suggestions” to the Certificate and degree.
 - **A motion was made to approve the Certificate as is, adding the suggestions in the comments section. This motion passed unanimously.**
- iii. Graduate Council elections for Committees
- Council members elected replacement members for the Petitions, Grade Dispute, Graduate Faculty Review, Graduate Student Awards and Program Review Committees.

4. Continuing Business

- ❖ Course list – actions taken
 - i. Professor Plecnik explained the latest courses reviewed. Five courses of revised course descriptions, title changes, course prefix changes were reviewed and recommended for approval.
 - ii. **A motion was made to approve the recent batch of received courses, which passed unanimously.**

5. Informational

- ❖ The Graduate Council election process is almost completed. We are waiting on a representative for the Urban College and a replacement in the Science College for a member going on sabbatical.
- ❖ Dr. Schultheiss gave an update on the tuition grant situation. They have been suspended for the Summer semester. More than likely they will be suspended permanently. Colleges will be allowed to use the graduate student funding for hourly graduate student workers or graduate assistantships.
- ❖ Per the Provost and the Research Office, there is also a change in how funding can be used for GA's involved with grants. See memo dated April 12, 2017 (attached).

6. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
 - Dr. Duffy shared financial information from the recent meeting. The outlook is not good and there are cuts being implemented in all areas.
- b. University Admissions & Standards – no report
- c. University Curriculum Committee
 - There is a meeting scheduled for the following Friday.
- d. Graduate Faculty Review Committee
 - Professor Plecnik reminded everyone that it is the last five years of work that are reviewed in faculty's materials.
- e. Petitions Committee
 - There will be a meeting following the Graduate Council meeting.
- f. Grade Dispute Committee – no new report
- g. Program Review Committee – no new report
- h. University Research Council – no new report
- i. Graduate Student Awards Committee
 - All are reminded of the Awards Ceremony on May 12th

7. Dr. Schultheiss announced the members whose terms on Council are ending and thanked them for their service. Professor Plecnik thanked Dr. Schultheiss for her service as Interim Dean and she thanked him for stepping in as Interim Associate Dean.

8. **Next Meeting:** To be determined in August 2017.

9. **Adjournment:** The meeting adjourned at 11:50 a.m.