



GRADUATE COUNCIL

Minutes of Meeting Held on May 6, 2013

- Present:* Professors Wang, Monaghan, Boboc, Talu, Sridhar, Medina-Rivera, Regoeczi, Rutar, Shukla, Bubenik, Spicer, Bagaka's, Thornton, Schultheiss, and Dean Zhu
- Absent/Excused:* Professors Zhou, Plecnik (sabbatical replacement for Ray), Pettey, Ziolk, Resnick, Bowen
- Guests:* Professor Beth Ekelman & Professor Sam Mathew (School of Health Sciences); Janet Stimple (Registrar), LaJohn Dammons & Regina Motiejunas (Enrollment Services)

Dean Zhu called the meeting to order at 1:05 p.m.

1. **Approve Agenda** – The Agenda was approved as written
2. **Approve minutes from April 8, 2013 meeting** - The minutes were approved as written.
3. Following the April meeting, it was discovered that the Graduate Faculty renewals had not been voted on during the meeting. An email vote was conducted to approve the applications for graduate faculty status as submitted by the Review Committee. The results of the email vote approved the recommendations.
4. **New Business**
 - ❖ Physics Department proposal—The Physics department is proposing two changes to their admissions procedures.
 - i. Require GRE for all candidates
 - ii. Using GRE Quantitative score for admission decisions
 - iii. **A motion was made to approve the proposal, which passed unanimously.**
 - ❖ Department of Biological, Geological & Environmental Sciences proposal—The department proposes to delete the Museum Studies for Natural Historians Certificate and the Museum Studies track in the M.S. in BGES, non-thesis option.
 - i. Council members questioned if there are any students in this track or certificate. It appears from the proposal and faculty feedback that there are no students and the courses have not been offered for some time.
 - ii. Due to low/no enrollment or interest and the faculty originating the certificate/track leaving CSU, the department wishes to delete both.
 - iii. **A motion was made to approve the deletion of the Museum Studies for Natural Historian Certificate and the Museum Studies track, which passed unanimously.**

- ❖ M.S. in Health Sciences proposal—The School of Health Sciences is proposing revisions to the Physician Assistant track.
 - i. The proposal was originally approved by the Graduate College on 6/22/12 but was returned by UCC for clarification.
 - ii. A curriculum sheet has been included to show the former program courses and the revised program courses, which clarifies the proposal for resubmission.
 - iii. **A motion was made to approve the Health Sciences proposal, with the revisions, and it passed unanimously.**
- ❖ The Curriculum & Foundations Department is proposing a new Curriculum & Instruction track in the Master's of Education program, entitled Elementary & Secondary Education (Advanced and Applied Teaching). The Specialization includes:
 - i. Two new courses (EDB 523, EDB 574)
 - ii. Provides beginning teachers with opportunities to advance pedagogical strategies
 - iii. Is a minimum of 32-34 credits
 - iv. Does not lead to any teacher licensure or endorsement, and
 - v. Is in cooperation with the Teacher Education department for coursework
 - vi. **A motion was made to approve the new Specialization, and the motion passed unanimously.**
- ❖ Graduate Council elections
 - i. Dr. Zhu announced the new members of Council for 2013-2014.
 - ii. A replacement is needed for the Council representative to Faculty Senate. Dr. Chieh-Chen Bowen will be on sabbatical. Dr. Sridhar volunteered to finish out Dr. Bowen's term.
 - iii. A Council representative to the University Curriculum Committee (UCC) is needed for a two-year term. UCC will be meeting during the summer; it will be helpful to have a Council representative during this time. Dr. Boboc is the Faculty Senate representative to UCC, he offered to be available. Because of a possible conflict of interest, it was thought another person should be the Council rep. Dr. Sridhar volunteered to serve during the summer, as needed, but in the fall a new UCC representative will be appointed for the two-year term.
 - iv. Committee members appointment--From a list of graduate faculty volunteers, members were picked for the Graduate Council standing committees of Petitions, Grade Dispute, Admissions & Standards and Graduate Faculty Review as follows:
 - Petitions = Ralph Mawdsley (Education), Robert Simons (Urban)
 - Grade Dispute = Ana Stankovic (Engineering), Larry Foster (CLASS), Dilani Perera-Diltz (Education)
 - Admissions & Standards = Timothy Arndt (Business), Stephen Gingerich (CLASS), Yuping Wu (Sciences & Health Professions)
 - Faculty Review = Antonio Medina-Rivera (CLASS), Regennia Williams (CLASS), Jorge Gatica (Engineering), Cheryl Delgado (Nursing), John Oprea (Sciences & Health Professions). Dr. Schultheiss agreed that additional members would be helpful in

reviewing the large number of graduate faculty applications recently received each semester.

5. Continuing Business

- ❖ International Admissions, discussion of transcript evaluations—Three guests from Enrollment Services were available to answer questions concerning international transcript evaluations and applicants with a three-year degree from another country.
 - i. Transcripts no longer have individual class grades marked on them because the process is now electronic scanning.
 - ii. A professional system from AACRAO (American Association of Collegiate Registrars and Admissions Officers) is used to evaluate the transcripts. A notation could be made on the transcript as to *which* scale is being used and the Registrar agreed to make the scales available on their web site for faculty to reference.
 - iii. A question was asked about the admission letters' language concerning 'conditional' admission. If the department is checking "admit with requirements" the letter will state that the student is admitted but will be receiving communication from their program about what else might be needed. If a program just "admits" students, the admission letter will not show any additional requirements needed.
 - iv. Three-year degrees are assessed, also using the AACRAO system, and are either accepted or not accepted as equivalent to a U.S. 4-year bachelor's. If the degree is not accepted, the student is sent a letter and an email offering them undergraduate enrollment to complete a 4-year degree and then to pursue a graduate degree. Rejected numbers are low.
- ❖ Block scheduling grid discussion—There are three versions of the new grid which will soon be available online for faculty feedback.
 - i. Council members feel that it is imperative to graduate students to provide for two days a week, four credit classes
 - ii. The grid needs to be finalized in September 2013.

6. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
 - All graduate proposals passed
 - A lengthy discussion of the 4-to-3 conversion took place.
- b. University Admissions & Standards
 - Discussions have focused on the 4 to 3 conversion
- c. College of Graduate Studies' Admissions & Standards – No report
- d. University Curriculum Committee
 - All graduate proposals were approved.
- e. Graduate Faculty Review Committee – No report
- f. Petitions Committee – No report
- g. Grade Dispute Committee – No report
- h. Program Review Committee – No report
- i. University Research Council
 - Ten travel awards were funded during the April review period

- At the March meeting, 11 of 35 Faculty Strategic Initiative (FSI) proposals were funded, 7 of 17 Faculty Research Development (FRD) proposals were funded, and 17 of 32 Doctoral Research Awards (DRA) were funded

7. Next Academic Year Meeting: It is possible that if the Graduate College receives a large number of graduate courses to convert from 4 to 3 credits, that Council will need to meet earlier than usual for the start of the next academic year. A possible end of August meeting may be scheduled.

8. Adjournment: The meeting adjourned at 2:39 p.m.