



GRADUATE COUNCIL

Minutes of Meeting Held November 6, 2013

Present: Professors Schultheiss, Wang, Reed, Boboc, Monaghan, Sridhar, Ziolek, Rutar, Resnick, Zingale, Kosteas, Thornton

Absent/Excused: Professors Gatica, Plecnik, Regoeczi, Sotiropoulos, Bubenik, Reinthal, Dean Zhu

Guests: Professors Beth Eckelman, Anne Su, Myrita Wilhite, Santosh Misra, Greg Lupton, Ann Bauer, Brian Yusko, Michael Horvath

Associate Dean Schultheiss called the meeting to order at 2:03 p.m.

1. **Approve Agenda** – The Agenda was approved as presented.
2. **Approve minutes from October 17, 2013 meeting** - The minutes were approved as written.
3. **New Business**
 - ❖ Health Sciences 4-3 revisions
 - i. The proposal includes changing HSC 557 (Human Gross Anatomy Lab) from 2 credits to 3 credits to better reflect the actual time students are spending in the labs. This will also match the cross listed undergraduate course.
 - A Council member asked what additional work is required for graduate students (“an additional, detailed dissection with minimal guidance”) and it was requested that the differences in grad/undergrad grading scales be clarified. **A motion was made to approve the increase in credits for HSC 557 which passed unanimously.**
 - ii. The second part of the proposal includes a new course SPH 538 (Dialect Differences in the Schools), which is also cross listed with SPH 438.
 - The graduate component of this cross-listed course was considered a bit weak by Council members. The additional assignment of an interview does not clarify if a paper or report is written.
 - The department feels that sentences can be added to the syllabus to add weight to the assignment.

- In order to move the proposal along, it was suggested that a conditional approval be made, asking for the syllabus to better reflect the differences between the undergraduate and graduate assignments.
 - **A motion was made to approve this proposal conditionally**, asking the department to provide additional information on the graduate assignment. This should include clearer requirements that reflect graduate level work and the outcome product of the graduate project, possibly including literature references. **The conditional motion was seconded and approved.** The department will send this additional information to the Graduate Dean's office before the proposal can be moved forward.
- ❖ Master's in Computer and Information Sciences (MCIS) 4-3 and program revisions
- i. The CIS department proposal includes changing seven courses from 4 to 3 credits. These courses (CIS 524, 530, 554, 580, 535, 545, 568) are part of the preparatory program of courses meant for students who do not have a CIS undergraduate background.
 - ii. Dr. Kosteas mentioned that the spreadsheet was not included and must be when it is submitted to UCC. There is also an issue of comparison that is not available for review when the original syllabi are not submitted with the new syllabi. Without both, the reductions cannot be fully accessed.
 - iii. CIS 540 is being changed from 2 to 3 credits by adding some of the previous content from CIS 524.
 - iv. A new course is being added, CIS 550, for 3 credits.
 - v. A question about the meaning of "term project" for graduate students was raised by a Council member, understanding that this can vary department to department.
 - vi. A Council member asked a general question on the role of Graduate Council in these course/program revisions.
 - Dr. Kosteas clarified that the purpose was not to question *what* a department was cutting from a course or *why* but to clearly show that cuts were being made, they were approximately 25%, and they are clearly documented.
 - The documentation could be important 'down the road' in case OBOR or NCA should have questions about our large curricular revisions.
 - vii. A question was asked about the numbering of these courses and why they are 500-level since they are pre-requisites to the graduate program. Domestic students can take these courses at the 300 or 400 level but international students enroll in a *graduate* program so must take these at the *graduate* level.

- viii. **A motion was made to approve the seven courses changed from 4 to 3 credits, which was approved with one abstention.** The universal spreadsheet and the original syllabi will be sent separately to UCC, per Dr. Kosteas' request.
 - ix. **A motion was made to approve the new course CIS 550, which was approved unanimously.**
 - x. **A motion was made to approve the change for CIS 540 from 2 to 3 credits, which was approved unanimously.**
 - xi. **A motion was made to approve the new list of preparatory coursework, which was approved unanimously.**
 - xii. **A motion was made to approve the new list of available course work for the 4+1 students, which was approved unanimously.**
- ❖ Due to a guest faculty member needing to leave early, the Agenda was adjusted to have the next item be the Full Planning Proposal for the M.Ed. in Health Professions Education
- i. A Council member not able to attend the meeting sent comments and questions about the proposal's similarity to the M.S. in Health Sciences.
 - The questions discussed included similar courses, whether the programs will compete or could work together, and the Cleveland Clinic's commitment to the program.
 - Dr. Bauer clarified that this degree is not about health content but about educating adults.
 - ii. Additional discussion included topics such as: how is this different from our current Adult Learning degree, why not a Certificate program, the relevance of the health care field today, and estimates of demand.
 - iii. **A motion was made to approve the FPP for the M.Ed. in Health Professions Education. The motion was approved with two abstentions.**
- ❖ Mathematics 4+1 program revisions
- i. The Math department has made revisions to their undergraduate program to convert it to 120 total credits. This will minimally impact on the 4+1 degree.
 - ii. Minor changes at the graduate level include revising the list of 500-level courses allowed to use for double-counting and slight verbal changes.
 - iii. **A motion was made to approve the Math proposal for revisions to their B.A./B.S. + M.S. Accelerated 4+1, which was approved unanimously.**

- ❖ College of Urban Affairs Graduate Faculty Guidelines
 - i. Due to the newly approved changes to the graduate faculty guidelines and powers, each College needs to change their criteria to more closely match the general guidelines.
 - ii. The College of Urban Affairs has revised their criteria to align with the new guidelines by more specifically detailing what works the Levin College will accept.
 - iii. A Council member questioned whether the Guidelines align with the promotion and tenure guidelines. A discussion ensued on whether the graduate status guidelines *should* be aligned with the promotion and tenure guidelines.
 - iv. It was suggested that additional language be included for the Graduate Faculty Guidelines that states “these criteria are established for the purpose of achieving graduate faculty status **only**, not for purposes of promotion, tenure or any other purpose.”
 - v. **A motion was made to approve the new College of Urban Affairs Graduate Faculty Guidelines, which passed unanimously.**

4. Continuing Business

- ❖ Psychology 4-3 course proposal (revisit)
 - i. The Psychology department has re-submitted their list of courses for 4-3 revisions, addressing the concerns Graduate Council raised on the previous visit.
 - ii. A Council member asked if a rejected 4-3 proposal goes through the entire process again or just goes back to the entity that rejected it originally. Dr. Kosteas explained the issues with the web site system and indicated that the goal is to try to move the proposals along but if a rejection involves a major revision, the College may need to see it again.
 - iii. **A motion was made to approve the 4-3 revisions for Psychology as listed, with Council’s previous concerns addressed.**
 - iv. **A motion was made to approve the listing of courses specifying those taught at the University of Akron and those new to CSU.**
 - v. **Both motions passed unanimously.**

5. Graduate Council Representation & Standing Committees – Available reports

- ❖ Due to the lateness of the hour and the Faculty Senate meeting that afternoon, all reports but one were deferred to the next meeting in one week (November 12).
 - a. Faculty Senate
 - b. University Admissions & Standards
 - c. College of Graduate Studies’ Admissions & Standards
 - d. University Curriculum Committee
 - e. Graduate Faculty Review Committee
 - The Committee reviewed 17 applications for Fall 2013

- They recommend approval of 16 applications-14 for 5 years, 2 for 3 years, and one was denied due to a lack of terminal degree.
- **A motion was made to accept the Committee's recommendations and the motion was passed unanimously.**

- f. Petitions Committee.
- g. Grade Dispute Committee
- h. Program Review Committee
- i. University Research Council

6. Next Meeting: The next meeting will be the following week, Tuesday November 12, to review any new 4-3 revisions that are ready. On the Agenda thus far are Education courses. Council members not able to attend are asked to please forward their comments/questions/vote to the Graduate College.

7. Adjournment: The meeting adjourned at 2:45 p.m.