



Cleveland State University

engagedlearning™

College of Graduate Studies

GRADUATE PROGRAM DIRECTORS' MEETING

October 11, 2012 2:00 p.m. Parker Hannifin Hall, PH 104

Present: Allyson Robichaud, Diane Steinberg, Karen Sotiropoulas, Sanda Kaufman, Elad Granot, Gary Pettey, Andrew Slifkin, Dennis Keating, Myrita Wilhite, Brian Mikelbank, Raj Javalgi, Benoy Joseph, Bruce McClain, Karen Keptner, Maggie Jackson, Antonio Medina-Rivera, Stuart Mendel, Karla Hamlen, Maureen M. Mitchell, Rongjun Sun, Beth Ekelman (for Karen O'Louglin), Glenn Goodman, Eddie T.C. Lam, Crystal Weyman, Donna Schultheiss, Jianping Zhu, Maribeth Kralik (Admin Assist)

A. Welcome

1. Dr. Zhu thanked faculty for coming, introduced himself and provided a brief summary of his background.
2. The new College of Graduate Studies Associate Dean, Dr. Donna Schultheiss, was introduced to faculty. Dr. Zhu provided a summary of Dr. Schultheiss' credentials.
3. Dr. Zhu thanked his predecessor, Dr. Crystal Weyman, for her previous work with the College of Graduate Studies and for facilitating his transition to Cleveland State.
4. Dr. Zhu expressed his appreciation for his administrative assistant.

B. What is going on in the College of Graduate Studies?

1. The Graduate Faculty Membership Guidelines are in the process of being revised. Dr. Zhu has previously presented the draft changes to the Deans, Graduate Council and at the Graduate Faculty meeting in Spring 2012.
 - The process was prompted by several reasons.
 - The membership guidelines for the universities with which we have reciprocal agreements (Akron, Kent, Youngstown) all have different levels of status relating to the need for the faculty's work (directing dissertation committees versus teaching introductory graduate level courses). The different levels reflect the different scholarly activity needed for the various responsibilities.
 - The current Guidelines do not reflect our own University teaching and research needs. We have programs that require active research and also programs in which graduate faculty aren't required to be

involved in extensive research but rather to teach 500-level courses. One level doesn't serve our University well.

- A draft was devised and discussed at length, starting last spring, by Graduate Council. The draft has been endorsed by Graduate Council, the University Research Council and the University Research Challenge Committee.
- The Guidelines were reviewed and explained to the Graduate Program Directors.
 - Questions/concerns included:
 - ❖ Clarification that the discipline makes the determination for terminal degree
 - ❖ Clarification that criteria need to be accomplished within the previous five years of application
 - ❖ Clarification of the approval process to follow
 - ❖ These proposed Guidelines do not replace the individual College Guidelines.
 - ❖ Under special circumstances, exceptions can include a specific course, and/or a certain faculty member
 - Dr. Zhu showed the areas in the Graduate Faculty By-Laws that the new Guidelines would be incorporated.
 - ❖ One area shows the description of Levels and another section of the By-Laws lists the power/responsibilities for each Level.
 - ❖ The sentence stating that Graduate Program Directors should be a Level I or Level II resulted in a lengthy discussion.

C. Discussion—automatically admitting quality CSU undergraduate students to select Master's programs without submitting applications

1. Enrollment Services has proposed a practice of admitting undergraduate students directly to Master's programs, according to the program's criteria
2. A list will be generated by Enrollment Services and the department will decide which students to automatically admit.
3. The following departments were interested in pursuing these efforts: Philosophy, BGES, Communication, Spanish
4. Perhaps Legal Council should be consulted for liability issues involved with denying students with higher GPA's

D. Handouts

1. The Graduate College has started a graduate student travel program for attendance at conferences.
 - The program is a 1/3-1/3-1/3 cost sharing with the student's program, the student's College, and the Graduate College for a maximum of \$500 each (\$1,500 total).

- The student requesting funds must be presenting a paper at the conference.
 - The application form was distributed to interested parties
2. Materials were distributed with information on the ESL test and SPEAK program in lieu of the program coordinator's attendance.

E. New Graduate Catalog online

1. Dr. Schultheiss gave a brief overview of the new software program used for the new Graduate Catalog online
2. Concerns were raised about the approval process and deadlines to be entered into the Catalog.
3. There is a University initiative currently pending to automate the approval process.

F. Conclusion

1. Dr. Zhu thanked those for coming and adjourned the meeting.

/mk

November 7, 2012