

**Graduate Council Minutes
April 21, 2015
12:30 – 2:00 p.m.
Health Science Campus, Health Education Building, Room 103**

- Present:** Peter Andreana, Ainsworth Bailey, Debra Boardley, Joseph Dake, Mary Ellen Edwards, Brian Fink, Rodney Gabel, April Gardner, David Giovannucci, Eric Prichard for GSA, Susanna Hapgood, David Jex, Richard Johnson, Virginia Keil, Jon Kirchhoff, Marcia McInerney, Willie McKether, Holly Monsos, Ron Opp, Susan Rice for Kelly Phillips, Susan Pocotte, Sonmez Sahutoglu, Amal Said, Joseph Schmidt, Rebecca Schneider, Cynthia Smas, Pamela Stover, Viranga Tillekeratne, Jerry Van Hoy, Lois Ventura, Stan Westjohn, Kandace Williams
- Excused:** Brian Ashburner, Michael Dowd, Hans Gottgens, Mohamed Samir Hefzy, Ruth Hottell, Junghwan Kim, Patricia Komuniecki, Diane Salvador, Youssef Sari, Constance Schall, Barry Scheuermann, Diana Shvydka, Susan Sochacki
- Absent:** Ali Fatemi, Dwight Haase, Kenneth Kilbert, Anand Kunnathur, William Messer
- Guest:** Dr. Alana Malik

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. There were no minutes to approve.

Executive Reports

Report of the Executive Committee of the Graduate Council (GCEC)

Dr. Ron Opp, Graduate Council (GC) Chair, reported that the GCEC discussed the passage of the revised Bylaws and he stated they are now posted on the College of Graduate Studies (COGS) website. The GCEC discussed the future initiatives of the Graduate Student Association (GSA) and is hopeful that Eric Prichard will announce the new slate of officers. He reported that Dean Komuniecki is traveling internationally on university business so Dr. Susan Pocotte will report on the graduate education issues. The incoming UT President, Dr. Sharon Gaber, will be meeting with the GCEC sometime in May to discuss the state of graduate education. Chair Opp stated that one GC meeting remains for this 2014-15 academic year—May 5, 2015 on the Main Campus (MC) wherein he will provide a final report, and turn the gavel over to incoming Chair, Dr. Becky Schneider, who will conduct the elections for GC officers for AY 2015-16.

Report of the Graduate Student Association (GSA)

Mr. Eric Prichard, Acting Vice President of GSA, reported the new GSA officers as follows: President Eric C. Prichard, Psychology, College of Languages, Literature and Social Sciences; Vice President Robert Gabriel III, Dual JD and MBA (College of Law and College of Business and Innovation); Treasurer Eric Simpson, Dual JD and MBA (College of Law and College of Business and Innovation); Main Campus Secretary Mansi Brat, Counseling, College of Social Justice and Human Services; Health Science Secretary Franz Patrick Corrales, Cancer Biology, College of Medicine and Life Sciences; and Communications Specialist Jessica Sherman, Environmental Sciences, College of Natural Sciences and Mathematics. Mr. Prichard indicated the slate of officers represents several colleges and a diversity of students. The GSA is working on a SWOT analysis as the membership numbers were lower last year than anticipated. Mr. Prichard urged the GC to encourage students to become representatives of GSA then those students can encourage other students to join GSA.

Report of the Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies (COGS)

Susan Pocotte, Associate Dean, sitting in for Dean Komuniecki, stated she would like to invite GC members and colleagues to take advantage of the many accessible resources that COGS has and therefore provided GC with an update entitled “Advocacy for Graduate Education.” She discussed how the Council of Graduate Schools (CGS) is a large resource community comprised of over 500 universities in the U.S. and Canada (including UT). The mission of CGS is to be a national voice for the graduate dean community and it is the only national organization in the United States that is dedicated solely to the advancement of graduate education and research. The regional affiliates of CGS are: Conference of Southern Graduate Schools (CSGS), Midwestern Association of Graduate Schools (MAGS), Northeastern Association of Graduate Schools (NAGS), and Western Association of Graduate Schools (WAGS). The core CGS activities are best practices initiatives, benchmarking, public policy, and global engagement. Dr. Pocotte attended the annual MAGS meeting (April 15-17) where she received updates from the new CGS President regarding graduate student financial literacy information, STEM diversity data and Master’s and Ph.D. Career pathways to name a few. Dr. Pocotte’s presentation is located at:

<https://www.utoledo.edu/graduate/files/Advocacy%20for%20Graduate%20Education.pdf>

Information and Discussion Items

Assessment Update

Dr. Alana Malik, Director of University Assessment, Office of Accreditation, Assessment and Program Review, indicated that she has been at UT since 2008 and her current role since January 2013 is to provide training and professional development for faculty/staff members. She stated that last spring the University Assessment Committee (UAC) and the Provost provided a two day workshop and the invited speaker, Dr. Barbara Walvoord, provided specific assessment recommendations. UT needs a clearly defined institutional assessment plan; the current plan has not been revised since 2008. The goal is to have the revised plan approved by the UAC, and subsequently endorsed by Faculty Senate and Graduate Council; this plan outlines the process for using data from multiple sources for recommendations. This past fall, Dr. Malik and Dr. Christopher Roseman hosted workshops and met with faculty to discuss respective plans and reports. This spring they met with individual department chairs with a focus on general education programs. A survey was offered to senior undergraduate students and over 520 seniors participated. The survey results will be posted on the assessment website soon. The UAC decided to revise templates and streamline the questions: (1) What are your goals; (2) How are you going to measure those goals; and (3) Describe the changes that have been implemented as a result of the data. Dr. Malik stated they have been working with the Center for Creative Instruction (CCI) to develop a website to host academic and service plans. Dr. Walvoord stated that UT is compliant but we need to move beyond that. In connection with the Graduate Program Assessment Plans, all of the academic programs were required to submit updated assessment plans last fall to provide evidence to the Higher Learning Commission (HLC). A total of 126 programs submitted assessment plans. UAC has liaisons from each college who review all individual plans and reports. Dr. Malik’s presentation outlines a summary of the types of measures used by the Graduate Programs by College (i.e., exams/tests, etc.) and can be found at:

<https://www.utoledo.edu/graduate/files/Assessment%20Update%20Graduate%20Council%20Spring%202015.pdf>

Standing Committee Reports

Curriculum Committee

The following proposals are recommended by the Graduate Council Curriculum Committee (GCCC) for approval by the GC. GCCC Chair Plenefisch proceeded to present all of the GCCC recommendations to Council. GC unanimously approved the curricular changes outlined below.

Program Revision Request

College	Department	Program	Summary of change
LS	MLS	MLS in Adult Liberal Studies	This is an early admission/bridge program to the Master of Liberal Studies from the BA in Liberal Studies. 9 credits (3 courses) from among MLS 6010, MLS 6020, MLS 6030, MLS 6040 can be taken as an undergraduate and applied to both BA and MLS degree. This is a mechanism similar to other "pipeline" or early admission programs in a number of other colleges at UT.
SM	EEES	MS in Biology (Ecology Track)	Replace EEES 6930 (introductory Seminar) with EEES 6250 Graduate Launch
SM	EEES	PhD in Biology (Ecology Track)	Replace EEES 8930 (introductory Seminar) with EEES 8250 Graduate Launch
SM	EEES	MS in Geology	Replace EEES 6930 (introductory Seminar) with EEES 6250 Graduate Launch

New Course Proposals:

College	Department	Course Name	Course Number	Brief description
CE	FOED	Applied Assessment for Improved Practice	RESM 5220	Advanced course in classroom assessment with focus on informed, data-based practice, including decision making. Analysis and reporting of results from assessment datasets; creation of formative and summative assessment action plans based analysis
CE	FOED	Applied Assessment for Improved Practice	RESM 7220	Same as above at 7000 level with additional doctoral level assignment to demonstrate deeper understanding

EN	CIVE	Environmental and Energy Geotechnology	CIVE 6280	Provides advanced students with fundamental knowledge for understanding and modeling complex phenomena involved in a variety of energy engineering applications, including technologies of nuclear and hazardous waste disposal, unconventional petroleum and gas extraction, CO2 sequestration and geothermal energy.
EN	CIVE	Environmental and Energy Geotechnology	CIVE 8280	Same as above at 8000 level with additional doctoral level assignments
EN	MIME	Sustainability Analysis and Design	MIME 5820	Introduction to sustainability analysis and design in manufacturing and service settings including solid waste minimization for manufacturers, life cycle analysis, and environmentally conscious design.
EN	MIME	Engineering Analysis of Smart Material Systems	MIME 6910	Fundamental concepts behind different types of active materials, current research topics in the different fields such as sensing, actuation, energy harvesting, and biomedical devices. Engineering applications of active materials.
EN	MIME	Engineering Analysis of Smart Material Systems	MIME 8910	Same as above at 8000 level with additional doctoral level assignments
SM	EEES	Graduate Launch	EEES 6250	introduction to graduate studies in the Department of Environmental Sciences; addresses specific requirements for graduate degrees in DES as well as more general requirements for successful careers as professional scientists.
SM	EEES	Graduate Launch	EEES 8250	Same as above at 8000 level: Expectations differ between PhD students (EEES 8250) and MS students (EEES 6250).
MED	Orthopedic Surgery	Thesis Research	ORTH 6990	Thesis research: is a required course in Program Modification approved on Jan 20, 2014

Existing Course Modifications

College	Department	Course Name	Course Number	Change in course
SM	EEES	Foundations of Ecology	EEES 6600	Change in catalog description, change in content to includes a more contemporaneous emphasis on core ecological topics
SM	EEES	Foundations of Ecology	EEES 8600	Same as above at 8000 level with additional doctoral level assignments
HE	KINE	Readings in Cardiovascular Physiology	KINE 6460	Add cross-listing to KINE 8460; remove KINE 6100 as prerequisite

GCCC Chair Plenefisch mentioned that he is currently aware of one program modification which will need to be dealt with in the summer. He reported that he will compile a list of curricular items (other than new programs) that require the committee's attention and submit it to Chair-Elect Rebecca Schneider.

Membership Committee

Chair Opp, reported on behalf of Dr. Mohamed Samir Hefzy, Membership Committee Chair, that the committee is currently reviewing 51 applications.

Old Business

Chair Opp reported, on behalf of Dr. Michael Dowd, that the Graduate Dean Assessment has been sent out a couple of times and that the deadline to participate is now May 1, 2015.

New Business

Executive Committee 2015-2016

Dr. Rebecca Schneider's term on the GC expires at the end of this semester and normally she could extend her term by being elected as a GC representative from the Judith Herb College of Education; however, there are no positions available from the college at this time. The GC Bylaws are silent on this matter so Chair Opp asked the GC members if they had any objections to Dr. Schneider serving as Chair of GC. There were no objections, so it is recommended that Dr. Schneider serve as Chair of the GC for 2015-2016 and that the Bylaws Committee consider adding language to handle the expiration of the terms of the Chair and Chair-Elect.

Adjournment

There being no further business, the Council adjourned at 1:48 p.m.