

**Graduate Council Minutes
January 26, 2010**

Present: Lawrence Anderson, Jamie Barlowe, Barbaranne Benjamin, Karen Bjorkman, Wendy Cochrane, Michael Dowd, Brian Fink, David Giovannucci, Amira Gohara, Scott Heckathorn, Wayne Hoss, Ruth Hottell, Dong-Shik Kim, Patricia Komuniecki, Richard Komuniecki, Anand Kunnathur, Joel Lipman, Joseph Margiotta, Geoffrey Martin, Gary Moore, Azadeh Parvin, Susan Pocotte, Benjamin Pryor, Ram Rachamadugu, Patricia Relue, Kathleen Salyers, Dorothea Sawicki, Barbara Schneider, Mark Templin, Amy Thompson, Hermann Von Grafenstein, Frederick Williams

Absent: John Gaboury, Hans Gottgens, Eric Longsdorf, Krishna Shenai

Excused: Frank Calzonetti, Dwayne Demedio, Mohamed Hefzy, Sakui Malakpa, Sheryl Milz, Kelly Phillips, Thihal Ponnaiyan, Randall Ruch, Dianne Smolen, Robert Sullivan

Call to Order and Roll and Approval of Minutes

The meeting was called to order with minutes to be provided at the next meeting.

Report of the Executive Committee of the Graduate Council and the Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies

Report of the Executive Committee of the Graduate Council

Dr. Pocotte updated the Council on the status of updates to the Handbook for the Preparation of the Graduate Dissertations and Theses. She reported that Dr. Dowd has been editing the handbook to reflect the recent GC vote to require electronic versions. He is coordinating the editing process to include the administration of the College of Graduate Studies. The work is well on its way to completion.

The Ad Hoc Committee that is charged to explore the motion for UT to create and maintain a repository for the electronic storage, archiving, and retrieval of master's thesis and doctoral dissertations has met. They have met with administrators and obtained very positive ideas and offers of help. The findings will be presented in a near future GC meeting.

Dr. Pocotte reiterated the importance of the Graduate Council having a presence and a voice at various UT governance meetings and is pleased the GCEC has been successful in this effort. She noted the purpose and needs of the Graduate Council are not identical to those of the Faculty Senate. As Chair of the Graduate Council, she attends monthly meetings with the two Provosts and the Faculty Senate Executive Committee. Timely information is shared in that items pertaining to the Graduate Council are brought to the GCEC and in turn to the GC. Several GC members have been serving on the UT Strategic Plan Committee whose purpose is to evaluate the Strategic Plan (Directions Document) for potential recalibration. Numerous small work groups have met to evaluate components of the Strategic Plan. The first phase of the evaluation will be summarized at a meeting this Friday. A second phase of new work groups will be initiated at this meeting. Dr. Jamie Barlowe and Mr. Chuck Lehnert are co-chairing this project charged by President Jacobs. Dr. Jamie Barlowe encouraged participation. Dr. Pocotte urged GC to log onto the UT strategic plan web site to find out all of the information and become involved with this effort www.utoledo.edu/strategicplan/. In addition, in her role as Graduate Council chair, Dr. Pocotte will continue to attend the President's quarterly all day leadership meetings.

Lastly, many graduate faculty serve on the various Criterion subgroups for the Higher Learning Commission Self Study. Dr. Thea Sawicki, co-chair of the steering committee will report on this effort at a future GC meeting.

Dr. Pocotte reminded those participants that although many of us wear various hats while participating, that they please be sure to speak of the role of the Graduate Council in University graduate affairs whenever possible.

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

Dr. Patricia Komuniecki only made a few announcements today since she gave a comprehensive report at the last meeting.

- *Graduate Council Membership Roster and Standing Committees*
The GC Roster has been updated and all GC Committees, except the Student Affairs Committee are populated. Dr. Komuniecki thanked everyone who agreed to serve. Both the Roster and Committee lists are updated on the COGS website. The Membership and Curriculum Committees have already had their first meetings. Within the next month, the Program Review, Academic Standing, and Fellowships & Scholarships Committees will have their first meetings. Please remind your students about the COGS Fellowships and Scholarship opportunities which will be available on the COGS website in February.
- *GOAP Awards*
Ten new students have received funding for spring semester as noted at the last GC meeting, and Dr. Komuniecki wanted to remind Council that the call for applications for AY 2010-11 GOAP awards will go out next month. The COGS will be back on a schedule to call for applications each spring for students beginning their graduate program in fall term. Given all the recent transitions in the COGS office, we had a fall review round as well as a spring round to get the GOAP funds distributed. Again, watch the COGS website for updates.
- *OBR Doctoral Set Aside Update*
The IUC Presidents have requested additional discussion on the proposed split which currently states: 50% for degrees awarded with the other 50% split 25% for research funding and 25% for other quality measures. One concern focuses on whether funding from research institutes associated with doctoral student mentoring should be included. Most universities do not support this option. As of last Friday at the RACGS meeting, the OBR confirmed no decision about the new subsidy formula has been made yet.
- *Issues for Future Discussion*
 - *Recalibrating Directions*, the strategic planning steering committee will meet this Friday to hear the reports from the current work groups. Dr. Komuniecki will report back on any aspects that will impact on graduate education.
- *Announcements*
 - Professional Development Programs
Remind your students about a presentation today by Dr. Karen Bjorkman: "Building a Productive Relationship with Your Advisor: Part II" to be held from 4:00 -5:30 p.m. in the SU Ingman Room. Registration is now open on the COGS website for all the professional development programs.
 - Graduate Enrollment
Headcount is up 5% and FTE is up 8.3%. Congratulations to all who contributed to this effort. It appears we should secure more subsidy based on these increases.

Information and Discussion Items

Vote on Draft Amendments to the Academic Standards Document

Dr. Pocotte referred to the Draft Amendments to the Academic Standards Document that was provided for Council review. It was revised slightly to reflect the comments at the last Graduate Council meeting.

She added that although Mr. Thihal Ponnaiyan, President of the Graduate Student Association, could not be present today he asked that the summarized feedback from GSA members regarding the Academic Standards document be shared with the Council:

All the GSA Assembly body members strongly and unanimously favored the inclusion of the "E" grade in the "S/U" grading scale, especially since it directly impacts financial support. As a follow up though, several suggested having a clearly defined differentiation (written in the student handbook) between the circumstances that may contribute to "E" grade as opposed to those that contribute to "U" grade. This suggestion surfaced in light of contemplation over the possibility of the "E" grade being misused unless clearly defined, so that students whose performances mandate a "U" grade do not receive an "E" grade.

Since the grade option of NC (No Credit) does not exist at the graduate level, the handbook should clearly define the differentiation between the circumstances contributing to the grades of "E" and "U".

Dr. Sawicki noted the HSC faculty were concerned with the "U" converting to a grade of "F" but are pleased with the "E" grade option. The "E" option addition to courses currently graded "S" or "U" will help minimize harm to student cumulative GPA. In the past, HSC students were able to petition for up to two grade deletions. With the proposed academic standards, grade deletion will not be possible in all cases.

Dr. Anderson inquired as to origin of the letter grade of "E". Dr. Komuniecki responded that we have modeled the "E" grade after Ohio State University; "E" does not carry a letter grade.

Dr. Hoss moved for approval of the Academic Standards Document distributed for today's Council meeting. Dr. Sawicki seconded.

There was additional discussion of whether students can request WP/WF after the official withdrawal period. Dr. Anderson inquired whether the grading options would be appended in the catalog and Banner or whether curriculum modification forms need to be submitted to accomplish the grade change option.

Dr. Sawicki said she would check with Ms. Marcia King Blanford on the Provost's office requirement. She noted the HSC had previously established limits on the number of withdrawals, with a limit of 10 withdrawals resulting in dismissal from the program.

Dr. Relue requested clarification on when it is appropriate to assign an "F" vs. "WF" and whether students make the request. "WP/WF" must be an option of the course.

Dr. Komuniecki indicated additional curricular paperwork would be necessary to accomplish inclusion of additional grade options available for some courses.

Motion: [Requested Approval of Academic Standards Document as presented to Graduate Council at its meeting of January 26, 2010.] Approved with 1 opposed and 0 abstentions.

It is anticipated the academic standards be rolled out by fall semester 2010.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the Curriculum Committee, Dr. Anderson presented the committee's recommendations. The following graduate proposals were approved.

COURSE MODIFICATIONS

ARS	ENGL	ENGL:5650	AFRICAN AMERICAN LITERATURE TO 1920	3
ARS	ENGL	ENGL:5660	AFRICAN AMERICAN LITERATURE AFTER 1920	3
ARS	ENGL	ENGL:5850	STUDIES IN THE WORK OF A SINGLE AUTHOR	3
ARS	PSC	PSC:5440	BUDGETING AND FINANCIAL ADMINISTRATION	3
ARS	PSC	PSC:5530	CIVIL RIGHTS	3
ARS	PSC	PSC:5550	CONTEMPORARY ISSUES IN LAW AND POLITICS	3
HSHS	SPSY	SPSY:7330	PRACTICA IN SCHOOL PSYCHOLOGY	1 - 4
HSHS	SPSY	SPSY:7940	INTERNSHIP IN SCHOOL PSYCHOLOGY	1 - 6

Dr. Anderson said the committee has established an alternate review method using Epsilen. The committee conducts its work in the Epsilen forum rather than meeting face to face. Faculty can go to this site and answer questions posted by committee members. Dr. Hoss recommended minor curricular matters be approved by the committee without bringing trivial modifications to the Council, thus maintaining efficient use of Council time. He noted that Faculty Senate utilizes consent agenda and blanket approval. Minor modifications should be reviewed by the Curriculum Committee and only brought to Council as an information item. Dr. Moore agreed that the Curriculum Committee can also better utilize its time by not having to follow up with departments who have submitted curricular forms filled out incorrectly. When forms are completed and filled out correctly, the committee can move forward with its review. Dr. Komuniecki stressed the importance of bringing new course proposals/programs to Council as a method to ensure there is no program duplication.

Organizational Reports

Report of the Graduate Student Association

None.

Old Business

None.

New Business

None.

Adjournment

There being no further business the Council adjourned at 1:36 p.m.