

**Graduate Council Minutes  
January 25, 2011**

**12:30 – 2:00 p.m.  
Main Campus  
Student Union Room 2582**

Present: Lawrence Anderson, Jamie Barlowe, Michael Bechill, Barbaranne Benjamin, James Benjamin, Karen Bjorkman, Frank Calzonetti, Wendy Cochrane, Michael Dowd, Mary Ellen Edwards, Brian Fink, Timothy Fisher, Max Funk, David Giovannucci, Kay Grothaus, Mohamed Hefzy, Wayne Hoss, Jon Kirchhoff, Patricia Komuniecki, Anand Kunnathur, Joel Lipman, Sara Lundquist, Joseph Margiotta, Surya Nauli, Azadeh Parvin, Frank Pizza, Susan Pocotte, Patricia Relue, Charles Rop, Kathleen Salyers, Dorothea Sawicki, Mark Templin

Absent: Amy Thompson, Hermann Von Grafenstein

Excused: Amira Gohara, Paul Hong, Peter Lindquist, Sheryl Milz, Randall Ruch, Dianne Smolen, Hassan Hassab-Elnaby, Dong-Shik Kim

***Call to Order and Roll***

***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. Mark Templin stated that Provost McMillen would attend the next Graduate Council on February 8, 2011 to discuss state funding for higher education from a government relations perspective. He reported that the Graduate Council Executive Committee (GCEC) has begun to review the Bylaws of the Graduate Council and the Constitution of the Graduate Faculty to reflect various title changes over the past few years and to ensure coordination of both documents. He reminded Council that there is an absence policy for this body as noted in the Bylaws, Article II, Section 5., which states "Two unexcused absences per year may be sufficient grounds for removal from the Graduate Council. Members who cannot attend a meeting and wish to designate another Full Member of the Graduate Faculty from their college to attend a meeting and wish to designate another Full Member of the Graduate Faculty from their college to attend the meeting in their place must inform the Office of the Secretary of the Council, at least one day ahead." Notification of absence should be sent to Ms. Terri Hayes.

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

Dr. Patricia Komuniecki welcomed new Council members, Dr. James Benjamin, new Associate Dean for the new College of Languages, Literature and Social Sciences, and Dr. Benjamin Pryor, Dean of the new College of Innovative Learning, representing the University Libraries. Dr. Karen Bjorkman is serving as a temporary replacement for the yet to be named Associate Dean for the new College of Natural Science and Mathematics.

Dean Patricia Komuniecki provided the following updates:

- *Budget Updates*  
COGS has received its budget target figure (\$289,000) and is preparing for the upcoming budget hearings: the pre-hearing will be held between February 7th-18th and the full budget hearings will be held between February 21st to March 4th. Colleges have been asked to provide a budget with a 20% reduction scenario.

At present, the COGS does not have to include the \$13 million for tuition scholarships and \$7 million in stipends. We are hopeful that colleges can count on at least 80% of their budget in these areas. COGS is reviewing recent data collected on GA utilization provided by the college associate deans to help with budget justification. COGS also is considering possible revenue generating ideas that could help to offset the budget reduction. For example, we could consider expanding our existing professional science master's (PSM) degree in photovoltaics to fee-paying students in Abu Dhabi using Echo360 lecture capture and videoconferencing. We will know more after the governor makes his budget recommendations known on March 15th.

Dr. Frank Calzonetti noted that he has just returned from the World Future Energy Summit in Abu Dhabi which was attended by more than 3,000 presenters including representatives from more than 100 countries across the globe and the Secretary of the U.N. Notably, UT was the only university with a staffed exhibit. Many countries expressed interest in the MBA and graduate programs in science and engineering.

- *Multiple Term Low GPA Issue*

As reminder, all graduate students must have a GPA of 3.0 or higher to graduate, and GA's must maintain a 3.0 or higher to keep their stipend and or tuition scholarships. Accordingly, every term COGS runs a report to gather the GPA of every graduate student and then we send out a low GPA report to the associate deans responsible for graduate programs in each college. We request that the advisor of each affected student, meet with them, and devise an academic plan that will assist the students in improving their GPA. Regulations state that graduate students may be dismissed after 2 consecutive semesters of GPA's below 3.0. For fall 2010, COGS did an additional analysis to determine if there were any students who had GPA's below 3.0 for multiple semesters and found 20 students, some of whom had GPA's below 2.0. We are working with the college associate deans to determine if any of those students should be allowed to continue, or if dismissal should occur.

- *Catalog*

COGS has provided the Provost's office with all the updated college information for the AY 2009-10 catalog and most of that is already available on the web; if your college section is not uploaded yet it will be soon. Thanks to the associate deans who worked so hard to bring the catalog closer to being current. They are now working on updating their materials for the current academic year, and the AY 2010-11 catalog will include any programs or courses that have been approved by GC during AY 2010-11, and organizational changes that took place prior to AY 2010-11. The plan is to have this project completed by summer, so that both current and prospective students get a much better idea of the degree programs available at UT. To be consistent with the guidelines from the Provost's Office, the AY 2011-12 catalog will reflect all the organizational changes that have occurred this year, including the new college designations.

- *Doctoral Residency Requirement*

Dr. Komuniecki was pleased to report a revision to the current doctoral residency requirement that will be more student-centered. Previous language required that all doctoral students be "full-time" for two consecutive semesters. Given the definition of full-time status, that would be equivalent to 24 hours. For years, COGS has had to grant 'exceptions' to almost all the doctoral students in the education doctoral programs since they are primarily part-time, not taking more than 6-9 hrs/term. So, after reviewing similar policies at other USO and peer/aspirational universities, the language has been modified as indicated on the projector (see attachment). Thus, in the future, students registering for 6 hrs for three consecutive semesters will be able to fulfill the intent of the requirement.

- *Publicity*  
 UTimes will have a story and photo about the incoming group of University Fellows that were recognized at our December 7, 2010 Graduate Council meeting; it should highlight the UT Fellowships as a recruiting tool. There also will be a forthcoming story on graduate education at UT as part of the UT Matters series in the April or May Sunday issues of The Blade.
- *Announcements:*  
 Application for Graduation Deadline is January 28, 2011
  - Scholarships/Fellowships  
 Watch the COGS website for the announcements for the University Fellowships and GOAP Awards for the deadlines for AY 2011-12 applications (deadlines are typically in March after the departments have completed their acceptances for next year).
  - GOAP Award Committee  
 Dr. Komuniecki sought two volunteer Graduate Faculty members to join the existing committee of administrators and staff. On the GOAP Awards Committee and asked those who are interested to please email her as the committee chair.
  - Professional Development Programs (Upcoming)
    - Conference Proposals, Presentations, and Papers  
 Wednesday, February 2, 4-5pm, Carlson Library Room 1005 (Writing Center Conference Room)
    - Overview of the Electronic Submission Process for Main Campus Programs  
 Wednesday, February 9, 2011, 4-5pm, Carlson Library Room 2000
  - *Enrollment Updates*  
 Dr. Komuniecki is working with the colleges and Institutional Research (IR) to make sure that the headcount and FTE figures reported by IR to the State today (as the 15th day/census) are as accurate as possible. There were some errors in previous reports for Medicine, Business and Engineering that have been or will be corrected today. The overall indications are that enrollment is flat or slightly down.

### ***Information and Discussion Items***

#### Status Update on Graduate Student Handbook

Dr. Dowd reported that progress continues toward the integration of the separate graduate student handbooks from the MC and the HSC into one handbook. Previously, students weren't always sure which handbook applied to them. He thanked Drs. Susan Pocotte, Patricia Relue and Thea Sawicki for joining him in serving on this ad hoc work group. Their contributions along with careful review by the COGS staff and the Graduate Student Association should result in an excellent handbook. He mentioned that the handbook does address graduate student issues of grade appeals and plagiarism. Dr. Komuniecki added that she has started to see more instances of plagiarism at the graduate level and that we must stress the importance of academic integrity to our graduate students. We plan to provide a greater emphasis on plagiarism during the COGS Orientation. Dr. Azadeh Parvin added that it is a good idea to address this issue in classes. Dr. Lundquist recommended Dr. Barbara Schneider as an excellent source to provide a presentation.

### ***Standing Committee Reports***

#### Membership Committee

Dr. Mohamed Hefzy, Membership Committee chair, reported the committee was in the process of reviewing approximately 22 applications for Special Membership from Wright State University as part of the collaborative UT/WSU Doctor of Nursing Practice program.

Dr. Komuniecki explained that the WSU faculty are essentially seeking Full Graduate Faculty privileges, but since they are not full-time UT faculty, they must apply through the Special Graduate Faculty option. She emphasized that this DNP is not just a UT degree; the transcript and diploma will have both UT and WSU seals and signatures of the respective presidents and deans. Further, UT faculty are currently being reviewed by the WSU Graduate Council so that they can serve on and chair doctoral committees as appropriate, and also teach graduate classes as part of this joint degree program.

Curriculum Committee

Dr. Patricia Relue, Curriculum Committee chair, presented the recommendations of the Graduate Curriculum Committee. Council approved unanimously.

NEW COURSES

MED	NND:670/855	Biochemical Neuropharmacology	2	
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PROGRAM MODIFICATIONS

ARS	ENGL	Master of Arts in English Concentration in ESL	Program modifications to reflect 1) change in credit hours of ENGL:6940 from 4 to 3 hrs; 2: replacement of CI:5430 with ENGL:5430; 3) addition of a 3 hr advisor-approved course; 4) increase in total hours for degree from 33 to 35.
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***Organizational Reports***

Report of the Graduate Student Association

Mr. Joshua Waldman, Vice President of the Graduate Student Association (GSA) reported GSA participation has been steadily growing. At the January General Assembly meeting, there were approximately twenty-five students present representing five colleges. With increased participation and representation, the GSA committees are being filled and student involvement is increasing.

Preparations continue for the Midwest Graduate Research Symposium. The keynote speaker has been identified; Dr. Lonnie G. Thompson, professor in the School of Earth Science at Ohio State University, will be giving a talk titled, "Climate Change from the World's Highest Mountains: The Evidence and our Options". Mr. Waldman asked Council for continued support in helping to recruit students to participate. The GSA has also asked faculty to help recruit judges (both faculty and post-docs are invited to participate as judges) for the symposium. Judges are invited to join in a complementary breakfast, lunch and keynote dinner. Also, a certificate of appreciation will be provided. Finally, the GSA talked briefly about the participation criteria for the symposium, and The participation criteria are very minimal as we are encouraging graduate students from all fields of study to participate.

Dr. Lundquist commented that the symposium seems to be based on a science research presentation model and not really a humanities type model. Mr. Waldman said the GSA welcomes input on how to make the symposium better and more inclusive. Dr. Templin noted that Law students and Education students did really well at the awards level last year.

***Old Business***

None.

***New Business***

Dr. Frank Pizza requested there be discussion for GA support beyond the number of hours within a narrow time limitation. Dr. Komuniecki replied that she would provide clarification on this issue. Students need to make satisfactory progress toward their degree while maintaining an adequate GPA for the duration of their program requirements. Given limited budget resources, COGS cannot afford to continue subsidizing GA after the requirements for the degree have been met. Dr. Giovannucci noted that students on the HSC take 15 credit hours per semester so a requirement that they take 12 – 15 per semester would mean they meet their requirements early. Dr. Komuniecki indicated that COGS is attempting to simply enforce existing guidelines for degree program completion. In recent years, there has been significant abuse of GA's registering for one credit hour in their "final" term (when they are writing and defending their theses and dissertations) for more than one semester. Recent analysis has shown students registering for this option for 6-9 semesters, and it is those students that will not receive funding from COGS in the future. COGS is requesting everyone's assistance to ensure that students do NOT register for this special option for more than one semester. Remember, that only in the student's last semester does the one credit hour apply to full-time enrollment.

Dr. Komuniecki indicated that the Curriculum Tracking System will be resurrected in the short-term with a link to Banner until a new system utilizing Share Point is deployed. Stay tuned more details soon.

***Adjournment***

There being no further business the Council adjourned at 1:56 p.m.