

GRADUATE COUNCIL MINUTES

Monday, November 2, 2009

3:30 pm

Council Members:

COB

Nabarun Ghose
Louann Cummings (A)
Joon-Young Song

COE

Mary Cameron
Gwynne Rife
Chris Moser

COHP

Laura Schmelzer (A)
James Yaggie
Sharon Fleming Walsh

COLA

Christine Tulley
Jennifer Fennema-Bloom
Matthew Stolick

COS

Bill Carter
Pam Warton (A)
Mike Edelbrock

COP

Lori Ernsthause
Laura Perry
Alex Vaglenov

Chair: Sharon Fleming Walsh

Ex-Officio:

Tony Goedde, Registrar
Tom Dillon, Graduate Dean
Robert Schirmer, Library Director (A)
Grant Wilkinson, Parliamentarian (A)
Timothy Murphy, Faculty Senate Liaison

Heather Riffle, Graduate and Professional Studies
Jill Gear, Director of Grants and Contracts Administration
Sara Hingson, Director of External Academic Affairs
Bryan Reid, Graduate Student Representative (A)

Chair, S. Fleming Walsh, called the meeting to order.

S. Fleming Walsh asked for a motion to approve the minutes of the October 5th meeting. Fennema-Bloom made a motion to accept the minutes, seconded by L. Ernsthause. MOTION passed as noted.

Report of the Registrar

T. Goedde noted that Spring 2010 registration is currently open for students. C. Moser asked when summer and fall registration will begin. Goedde clarified registration for those sessions begin around early March and students will be notified via email.

Report of the Graduate Student Representative

T. Dillon reported in Reid's absence. No report at this time.

Report of the Library Director

No report

Report of the Director of External Academic Affairs

S. Hingson reported that the HLC request for a blanket approval for online programs is being reviewed by D. May and then will go on to the Board of Trustees for approval.

Any 2010 catalog changes that need approval for the deadline need to be brought to Graduate Council by the February meeting.

Report of the Director of Grants and Contracts Administration

J. Gear reported that several proposals are in process.

She had attended a NCURA Conference in late October and has several ideas that will be looking to put into practice. There were sessions on NIH funding and what challenges institutions face in funding.

Report of the IRB

J. Wahrman will report in the December meeting.

Report of the Graduate Dean

T. Dillon reported the online survey for Eduventures is now closed. Analysis will now begin on the results.

Committee Reports

Curriculum:

B. Carter reported that the committee has met to review several proposals to recommend under new business.

Faculty Standards:

M. Cameron reported the committee has met and reviewed 1 faculty status application that was granted full status.

The committee will also present two proposals under new business.

Student Standards:

N. Ghose reported that the committee has met and reviewed several appeals.

Admissions and Recruitment:

M. Stolick had no report.

B. Carter noted that there will be two proposals from TESOL that will require the admission committee to review.

Research and Scholarship:

G. Rife reported that the committee has met and look at the tasks to begin work on for this year.

OLD BUSINESS

Edelbrock reported on the role the assessment committee should have in the review of curriculum proposals.

There are three things that the committee generally looks for. One is to make sure there is a distinction in the programs from undergraduate and graduate outcomes; another is to make sure the assessment documentation on changes to curriculum is present. If the proposal is for a new program the question is should the assessment committee help in the design and endorse the proposal prior to being approved as a program of study. Edelbrock stated that the committee is willing to preview and provide feedback. Carter added that the curriculum committee wants to be assured that everything is in place prior to approving a new program. Moser noted that the proposals have to be approved by the college prior to moving on to the curriculum committee, so the college dean should already have seen the assessment plan. Edelbrock will bring the concerns to the assessment committee and ask for ideas on clarification.

NEW BUSINESS

Carter made a motion, seconded by Ghose to approve the College of Pharmacy proposal to add PHRM 5XX Special Topics in Pharmacy and offer the course to 5th year students.

Hingson asked for clarification on if the course is repeatable if the topic is different. Parker noted that yes it is, thus this needs to be reflected in the syllabus.

Goedde also asked for clarification on the thought of offering the course for 1-4 semester hours. Parker noted that the course is typically offered for two semester hours. Carter showed concern that this may affect the total number of elective hours in the program. Parker further clarified that the students have many opportunities for elective hours.

Parker made a motion for a friendly amendment to add “course is repeatable if the topic is different” language to the syllabus, seconded by M. Cameron. B. Carter accepted the friendly amendment.

Parker made a motion to update the syllabus from two credit hours to 1-4 credit hours, seconded by Carter. B. Carter accepted the friendly amendment.

Fleming-Walsh called for a vote. **MOTION passes.**

B. Carter made a motion, seconded by Stolick, the approval of the College of Pharmacy proposal to add 4 hours of required course content and reduce the number of elective hours by two. The following course changes have already been approved. PHAR 251 added as a one credit hour course, PHAR 350 increased from 3 to 4 hours, PHAR 362 increased from 3 to 4 hours, and PHAR 599 increased from 4 to 5 hours. The College of Pharmacy then reduced the number of elective hours from 16 to 14, and state that this will not adversely affect educational outcomes.

Fleming-Walsh called for a vote. **MOTION passes.**

M. Cameron made a motion, seconded by Stolick, to add the following language to the Graduate Faculty Status guidelines:

Faculty members who do not hold graduate faculty status and who chair a graduate thesis committee must apply for appointment to the graduate faculty, whether or not they are teaching courses at the graduate level. Members of the thesis committee are not required to have graduate faculty status.

N. Ghose asked for clarification on that this affects only the chair and not the whole committee. M. Cameron stated that it only affects the chair. T. Dillon noted that all supervisors of such projects should have graduate faculty status.

Fleming-Walsh called for a vote. **MOTION passes.**

M. Cameron made a motion, seconded by Rife, to add the following language to the Graduate Faculty Status guidelines:

Adjunct Faculty will be exempt from the requirement of scholarly activity and a plan of future scholarly activity, but are subject to all other requirements as specified in the application form, when seeking appointment to full graduate faculty status.

M. Cameron noted that most lack the scholarly plan in the applications and approval of this statement will make the exempt from providing it.

Fleming-Walsh called for a vote. **MOTION passes.**

INFORMATION ONLY

D. Parker noted that the College of Pharmacy had updates to the Graduate Catalog description of pre-requisites for PHAR 550 Pharmacy Administration and PHAR 553 Pharmacoeconomics. The pre-requisite for PHAR 553 is now PHAR 351, NSCI 323. The pre-requisite for PHAR 550 is now PHAR 553.

D. Parker also noted that the College of Pharmacy had updated to the Graduate Catalog to add “and meet experiential program requirements” to the current list of pre-requisites for PHAR 591 Intermediate Practice Exp. I and PHAR 592 Intermediate Practice Exp. II.

M. Carroll came to give feedback on the Presidential search. The faculty representatives in the process are L. Stulman, J. McIntosh, and himself. Please contact any of these individuals with comments or concerns regarding the process. To date the search committee has had meetings with the search firm and is currently finalizing the profile and job description. Then there will be a waiting period for applications to be submitted. In January the committee will begin to review applications and in February thru March start initial interviews. Then in April the candidates will be brought to campus for meet and greet sessions.

There was a motion to adjourn at 5:20 pm.

A handwritten signature in cursive script that reads "Sharon Fleming Walsh".

Dr. Sharon Fleming Walsh, Chair

November 16, 2009
Date