

GRADUATE COUNCIL MINUTES

Monday, February 14, 2011

3:30 pm

Council Members:

COB

Greg Arburn (A)
Louann Cummings
Joon-Young Song

COE

Mary Cameron
Gwynne Rife
Chris Moser

COHP

Laura Schmelzer
James Yaggie
Sharon Fleming Walsh

COLA

Christine Tulley
Jennifer Fennema-Bloom
Matthew Stolick (A)

COS

Tim Murphy
Pam Warton
William Doyle (A)

COP

Lori Ernsthausen
Laura Perry
Alex Vaglenov

Chair: Sharon Fleming Walsh

Ex-Officio:

Tony Goedde, Registrar
Tom Dillon, Graduate Dean
Robert Schirmer, Library Director
Grant Wilkinson, Parliamentarian

Heather Riffle, Graduate and Professional Studies
Jill Gear, Director of Grants and Contracts Administration
Sara Hingson, Director of External Academic Affairs
Michael Vatan, Graduate Student Representative

S. Fleming Walsh called the meeting to order.

S. Fleming Walsh asked for a motion to approve the minutes of the January 18, 2011 meeting.

G. Rife made a motion to accept the minutes as written, seconded by C. Moser.

MOTION passes.

Report of the Registrar

T. Goedde announced that registration for Summer and Fall will begin March 14th.

T. Goedde noted that the registrar's office is trying to accommodate the request to move Tuesday and Thursday classes ahead one hour. T. Dillon clarified that the rationale is to make time available for faculty and staff to attend all campus meetings. The change was in response to a satisfaction survey.

Report of the Graduate Student Representative

T. Dillon reported that the annual student satisfaction survey has been completed and the D. Emsweller has forwarded the results on.

M. Vatan reported that he has met with a few Deans and Directors in various colleges to get feedback on graduate student needs. M. Vatan presented a handout that has been used to announce his representation to the graduate student body.

Report of the Library Director

R. Shirmer reported the library is in the process of expanding its study rooms to 8 to accommodate the increased evening use.

Report of the Director of External Academic Affairs

S. Hingson reported that the Ohio Board of Regents has responded to the proposal submissions for the Masters in Health Informatics and the Master of Physician Assistant progress report.

The Master of Physician Assistant progress report has been accepted with an external review in March.

The Master in Health Informatics proposal has been accepted with no site visit scheduled at this time. There will be an external review and a written report.

S. Hingson added that the HLC Steering Committees are also being formed to prepare for the 10 year review. D. Brougher and A. Koepke are the heading the committee and each Criterion will have co/chairs. Criterion committees have representatives have been notified and meetings will begin to be scheduled. The Criterion committee chairs will also be attending the HLC conference in the fall.

Report of the Director of Grants and Contracts Administration

J. Gear reported that currently has 5 proposals in the areas of Occupational Therapy, Math, IT, and Pharmacy that are getting ready for submission.

Report of the Graduate Dean

T. Dillon reported the Chairs of Graduate Council Standing Committees have met in response to Dr. Fell's visit regarding the initiative for the Strategic Plan. Three ideas came from the discussion that was focused on the challenges and charges in the draft of the Plan. The suggestions were should each graduate program chair meet regularly, should all faculty with graduate status meet on a limited basis, and should there be a more formal graduate student organization.

T. Dillon asked that each standing committee to updated the current tasks to follow the strategic plan.

Report of the Graduate Council Chair

S. Fleming-Walsh reported on policies that are going for vote regarding undergraduate student transient and transfer of credit. The APAC committee is also reviewing the use of online course evaluations and the type of reports that could be run from the results. Currently the student response rate is 60%, and is going to find out what the rate would be for just graduate students.

Committee Reports

Curriculum:

J. Fennema-Bloom had no report.

Faculty Standards:

T. Murphy reported the committee met to review 4 applications for Graduate Faculty Status. They were all conditionally approved pending the receipt of additional information. The committee will return any application that is incomplete.

T. Murphy noted that an email to the College Deans will be going out reminding them of those faculty up for renewal.

Student Standards:

L. Schmelzer reported that the committee met to update the Graduate Assistantship instructions for Faculty proposal. Those will be going out in a few weeks.

L. Schmelzer reported on the discussion with Student Services regarding the request for those GA positions that are not academic in nature. The VP's have met and the decision has been made that those requests will not be reviewed and approved by the Student Standards committee. The committee will try to accommodate as many needs as possible and will welcome and thoughts and comments for discussion.

Admissions and Recruitment:

M. Stolick had no report.

Research and Scholarship:

G. Rife reported the committee had met to fund one student proposal for research.

G. Rife reported that the committee will begin to work with J. Gear regarding the Responsible Conduct for Research (RCR) policy. A policy will need to be in place for any federally funded grants that are awarded. There needs to be a clear training in place for the faculty to get the funds. A draft policy is currently being discussed on the type of training will be needed.

Bylaw Review:

S. Fleming-Walsh reported that a draft of the main portion of the document is completed and has been distributed to all the committee chairs for review. The plan is to have the document approved by the end of the year.

OLD BUSINESS

No report

NEW BUSINESS

No report

INFORMATION ONLY

L. Schmelzer asked if a committee will be added to look at the process to develop new programs. T. Dillon clarified that currently has not been decided upon. T. Murphy added that such committee is needed to review the process of closing a program.

S. Hingson noted that G. Rife is a representative to the Ad Hoc Committee on Majors and Minors and that committee could address some of these questions.

S. Fleming Walsh called for a vote. MOTION passes.

There was a motion to adjourn at 4:20 pm.



Dr. Sharon Fleming Walsh, Chair

February 14, 2011
Date