



## **The Graduate Council October 16, 2019 meeting**

### **Attendees:**

Jonathon Anderson, Eric Ash, Linda Beale, Karen Beningo, , Suzanne Brown, Christy Chow, Mary Clark, Steve Firestine, Ingrid Guerra-Lopez, Paul Johnson, Loreleigh Keashly, Kafi Kumasi, Sharon Lean, Todd Leff, Mary Anne McCoy, Debra Patterson, Jami Pittman, Preethy Samuel, Jeff Stanley, Sokol Todi, Jasmine Ulmer, Fred Vultee, Mary Wood

### **Absent:**

Jeanne Barcelona, Ramona Benkert, Abe Biswas, Margaret Campbell, Shantelle Cavin, Paul Dubinsky, Linda Hazlett, Faith Hopp, Yinlun Huang, Ken Jackson, Peter Lucarotti, Richard Marback, Simon Ng, Sherry Quinn, Jeffrey Potoff, John Rothchild, Malathy Shekhar, Cheryl Somers, Chin-An Tan, Sokol Todi, April Vallerand, Dan Walz

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## **AGENDA**

2 p.m., Wednesday, October 16, 2019

David Adamany Undergraduate Library, Community Room (3<sup>rd</sup> floor)

- I. Approval of September minutes: attached**
- II. Report of the chair**
  - a. November 21<sup>st</sup> Grad Council meeting with Provost Whitfield
  - b. Update of Graduate School Review recommendations
  - c. GTA teaching preparation and development
- III. New business**
- IV. Committee Reports**
  - a. *Executive Committee*
  - b. *New Programs and Program Review (NPPR)* (Todd Leff, chair)
    - i. Establishment of a new MS in Environmental and Sustainability Engineering
  - c. *Academic Standards Committee* (Sharon Lean, chair)
    - i. Transfer/application of master's credits to PhD program

ii. Graduate faculty appointment and renewal process

- V. **Graduate Admissions (Sherry Quinn, Director of Graduate Admissions)**
  - VI. **Recruitment recap (Shantelle Cavin, Graduate Programs Outreach Specialist)**
  - VII. **Graduate Council Academic Senate Liaisons (Linda Beale)**
  - VIII. **Adjournment**
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## MINUTES

*A motion was made and seconded to approve the September 2019 meeting minutes.*

### Report of the chair

The Dean reported that the Provost will be at the November meeting of the Graduate Council on November 21<sup>st</sup> at 3:30 p.m. In terms of the Graduate School review report, there is activity on several fronts to address key recommendations made in the review and to make improvements in Graduate School organization, efficiency of services, communication, including website, online forms, and other review recommendations. Karen Beningo asked about the movement of money in light of RCM. The Dean shared that she had been informed that the flow of GTA/GRA assistantship tuition funds will be moved from the Graduate School to the Schools and Colleges (S/C). Linda Beale noted that the RCM Steering Committee, on which she had served, had ceased meeting after the end of the winter 2019 term, with the final plan being set by the President, Provost and AVP for roll-out in the near future. (It will be discussed at the Academic Senate Budget Committee meeting on October 28<sup>th</sup> and it will be the main topic at the November 11 full Academic Senate meeting.) Pros and cons about this decision were discussed at the Steering Committee, with the deans strongly in favor of allocation to the schools and colleges. Meanwhile, the OVPR has received a \$2.5M funding increase this year, which begs the question if we are reaping sufficient increased research rewards from this significantly increased investment. Beningo initiated discussion about the advantages and disadvantages of giving the S/Cs GTA tuition funding. Pros included an opportunity to see and address needs at the institutional level; efficiency of processes and resources to monitor and ensure policy compliance; it is unclear as to whether S/Cs may be able to repurpose the funds for non-graduate school areas. It was also noted that other universities have experienced a trial and error process in implementing RCM with modifications made along the way in response to what works best for a particular institution.

The Dean then discussed preliminary feedback from across campus on the need to better prepare graduate students to become strong teachers and mentors. Christy Chow shared that the Graduate School Review survey also indicated student dissatisfaction with faculty

mentoring. Although this discussion is in the preliminary stages, Graduate School efforts are underway to better define the graduate student teaching/mentoring preparation needs across campus. Universities and the workplace are becoming increasingly more diverse and should work to make teaching more inclusive and effective, particularly in STEM disciplines where we typically see the biggest gaps in traditionally under-represented groups. Faculty, students, and advisers should be part of this discussion. Sara Kacin, the director of OTL, has provided a listing teaching workshops and other offerings to graduate students, but there is no structured program nor anything that incorporates inclusive teaching. Is some type of teaching/mentoring credential or certificate for GTAs something we should develop? The College of Education offers a certificate in university teaching; however, it is 15 credit hours and may be too large a time commitment to balance with their disciplinary requirements. The Dean mentioned a teaching enhancement program at OSU where GTAs can select from training and other experiences relevant to their discipline. Christy Chow noted the importance of providing quality mentorship to all students. She mentioned that many students and faculty used the survey issued by the Graduate School review committee to voice complaints that were not directly related to the operations and services provided by the Graduate School. Beningo asked if there is an ombudsperson for graduate students. Yes, that person is Sharon Lean who handles appeals once they have been forwarded by the department and the Provost's office. It was noted that Associate Provost Annmarie Cano is providing an array of resources for faculty on mentoring. The dean said that perhaps a similar set of resources from a student perspective could be developed. Loreleigh Keashly mentioned a CGS model from 2008 on mentoring and conflict resolution, which she had been trained to use. She remarked that it was quite helpful and it provided concrete advice for student and advisors to resolve conflicts. However, use of this model was discontinued when a new dean was appointed.

### **New Programs and Program Review Committee**

Todd Leff explained that the establishment of a new MS in Environmental and Sustainability Engineering should have been voted on last month. It's the first program of its kind in Michigan and there is a large pool of potential students.

*A motion was made, seconded, and passed unanimously to approve the new MS in Environmental and Sustainability Engineering.*

### **Academic Standards Committee**

Sharon Lean presented the new language on transfer credits for PhD degrees. The four main changes concern a clarification that up to eight credits taken in AGRADE status as an undergraduate can count towards the PhD. The second change suggests that a memo of justification may be required for a transfer of credits for a course taken more than 10 years ago. Third, in accordance with a new policy from the Registrar's office, all transfer credits from other institutions must list the course title from the outside institution and provide the WSU equivalent. Four, courses accepted for transfer credit from outside or within Wayne State



cannot have provided credit toward a previously earned doctoral degree. In addition, confusing language was made consistent as students bringing credits from an outside institution could “apply” the credits, whereas credits earned at Wayne State were “transferred”. The use of the word “apply” was omitted and transfer will now be used for both non-Wayne State and Wayne State credits. Lean will consult with the Registrar’s office on these changes. The proposed changes will be emailed to the Grad Council for further review and a vote will be taken at the November meeting on the revised language.

Lean also said that graduate faculty appointment forms will be revised to make them clearer and easier to use. Academic Standards will review the communication, web content and forms associated with graduate faculty appointments at an upcoming meeting to recommend improvements. Jeff Stanley asked if there was any consideration for making the graduate faculty status appointment a two-tier system, which would help address the mentoring issue as discussed earlier. The Dean said the current focus is on academic productivity. We should start the conversation about the appointment process and perhaps include other factors in addition to academic productivity such as mentoring.

### **Recruitment Recap**

Shantelle Cavin was not at the meeting. Lean provided the recruitment report. She reported that the October Open House had 150 attendees. The Cider and Donuts event aimed at recruiting for AGRADE took place in the Student Center during and after the Graduate Council meeting. She mentioned that the Graduate School has planned various recruitment fairs with diversity and inclusion themes, including a McNair and TRIO program at Kent State and EMU. The use of SLATE will help track the yield from these events. SLATE will create a monthly list as part of “drip” campaigns in which names are handed off to the S/Cs and departments for relationship building. Prospective students will receive regular emails from the S/C and departments which will include visual elements for easy identification.

### **Admissions**

Sherry Quinn was absent and Lean provided the Admissions report. She reported on the SLATE implementation and provided implementation milestones including C&IT testing between November and December 2019; SLATE user training between January-March 2020; and SLATE user training in February-March 2020. SLATE will be used in February 2020 for those applying to the Winter 2021 semester. Decisions on an application will not be made until all mandatory items have been received. SLATE will generate letters to applicants with friendly reminders. Form fields will be consolidated for faster processing. She next discussed deadlines for various scholarships administered by the Graduate School.

### **Graduate Council/Academic Senate Liaison**



Beale said four administrators were censured at the Academic Senate's October 2, 2019 meeting related to the academic freedom matters mentioned at the September Grad Council meeting. They include Dean Stephanie Hartwell, English chair Caroline Maun, AVP for Enrollment Management Dawn Medley and CIO and AVP Daren Hubbard. Both Medley and Hubbard came to the meeting. Hubbard expressed regret about the email removal and pledged to work with the Senate to create better user policy and procedures. Medley, however, did not appear to regret the incident, and went on to reveal personal medical information about the whistleblower employee. The Policy Committee forwarded the two motions to the President and Provost, and included a complaint about AVP Medley's public release of private medical information. Following the Senate meeting, Hubbard came to the Policy Committee's weekly meeting to discuss the university policy on email usage.

Matters at the Medical School continue to be unsettling. Earlier, pediatricians received an email from Herman Gray stating that they would be receiving renewal letters and they would not be terminated. This week, pediatricians received another email stating they would be fired as of November 18, 2019. The dispute concerns unpaid reimbursements due to the university from the pediatricians' practice group for clinical salaries that the university fronts. All of this turbulence is occurring as VP Health Affairs/SOM dean candidates are starting to come to campus for interviews.

**The meeting adjourned at 3:25 p.m.**

Respectfully submitted,  
Mary E. Wood  
Graduate School Program Director