

Meeting of November 18, 2009, 2:00 p.m.
Adamany Undergraduate Library, Community Room

Agenda

- I. Approval of Minutes:** October 21, 2009*
- II. New Business**
 - A. Discontinuance of MS in Audiology*
Jean Andruski, Communication Sciences & Disorders
 - B. Proposed Graduate Council Bylaws Changes*
 - 1. Change of Credentials Committee Name
to Academic Standards Committee
 - 2. Termination of Enrollment Management Committee
 - C. Other New Business
- III. Old Business**
 - A. Graduate Course Repeats: Banner System Capabilities
Kurt Kruschinska, Associate Registrar
 - B. Other Old Business
- IV. Report of the Chair**
- V. Committee Reports**
 - A. Executive Committee
 - B. New Programs Committee
 - C. Research Office Liaison
 - D. Graduate Student Coordinator
 - E. Graduate Admissions
 - F. Academic Senate Liaison
 - G. University Libraries Liaison
- VI. Adjournment**

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**Minutes of the
Regular Meeting of November 18, 2009
2:00 p.m., Adamany Undergraduate Library, Community Room**

Members Present: L. Baker, L. Beale, A. Butler, J. Casida, J. Davis, A. Duggan, K. English, M. Garrett, J. Green, M. Grimm, D. Haase, A. Mathur, J. McComish, D. Onolemhemen, R. Pauley, D. Pitts, A. Santiago, L. Schwiebert, R. Sundick, K. Thompson, C. Waites, M. Wardell, C. Winston, A. Yaprak, J. Yoon

Members Absent with Notice: M. Clark, T. Edwards, B. Li, G. Mao, M. Neely, S. Peters, Y. Xu

Members Absent: S. Ilmer, M. Mougoue, J. Stoltman, A. Suits, J. Thomas

Also Present: C. Barduca, F. Giblin, K. Kruschinska, M. Wood

The meeting was convened at 2:04 p.m. by the Chairperson, Dean Wardell.

I. APPROVAL OF MINUTES

MOTION was made, seconded, and passed to approve the minutes of October 21, 2009.

II. NEW BUSINESS

A. PROPOSAL TO DISCONTINUE THE MS PROGRAM IN AUDIOLOGY

Dean Wardell suggested a procedural change, that an item coming forward from a Council committee be considered a motion with its own second. A motion has come forward from the New Programs Committee to discontinue the MS program in Audiology. The proposal was sent to members with the meeting documents. Associate Dean Haase said that the Liberal Arts and Sciences Faculty Council recently reviewed and approved this discontinuance request. The reason for the discontinuance is that the MS has been replaced by the Doctor of Audiology as the entry-level degree into the profession and thus there is no reason for students to earn the MS. There are no students enrolled in the Master's program. When the Doctor of Audiology program was introduced in 2001, the accrediting body for the field had already determined that the Master's degree would be phased out and the AuD would become the required degree for entry into the profession.

MOTION was made, seconded, and passed to approve the proposal to discontinue the MS program in Audiology.

B. PROPOSED CHANGES TO GRADUATE COUNCIL BYLAWS

Mary Garrett, chair of the Executive Committee, introduced proposals from the Executive Committee for two changes to the Council Bylaws. The draft proposals were sent to members with the meeting documents. She said the proposal to change the name of the Credentials Committee to the Academic Standards Committee came about because the Committee's

functions have broadened to include not only Graduate Faculty issues but also those involving scholarship and admissions standards. The proposed name more accurately reflects its functions. She also noted that a change to the Bylaws' description of the Committee is necessary and recommended a slight modification to the wording in the original proposal.

MOTION was made, seconded, and passed to approve a proposal to change the name of the Credentials Committee to the Academic Standards Committee and to replace its description in the Bylaws to read that the Committee will "have general responsibility for setting academic standards with regard to Graduate Faculty, students and degrees."

The second proposed change to the Bylaws is the termination of the Enrollment Management Committee because university-level committees have assumed the functions of this committee. Members asked questions about the university committees and raised issues of faculty involvement in recruiting and retention. Dean Wardell explained that one of the university committees looks at the broad scope of enrollment long range, examining trends and ways to market programs at the graduate as well as undergraduate level. Another committee follows week by week registrations and applications and examines ways to facilitate and encourage registration. Both consist of administrators. He added that he is very interested in sponsoring workshops on recruitment best practices for graduate directors and faculty involved with recruiting. Members noted that there is also a recruitment council, consisting of both administrators and faculty and an international recruitment committee, also consisting of administrators and faculty, both focused on recruiting issues. About a year and a half ago, a group of faculty who had participated in training grants was also convened as an ad hoc committee to examine recruitment and retention issues; that group might be reconvened and could include members of the Council's Enrollment committee. A member noted that faculty involvement in recruitment and retention activities is vital because they have the closest connection to students and the greatest involvement in the academic enterprise.

Dean Wardell agreed that faculty involvement in retention activities is critical, in particular with regard to student mentoring as it contributes to retention. The goal is to reduce attrition and move toward more full time enrollment, especially at the Master's level. A committee dedicated to innovative ways to accomplish this would be useful. Members suggested that, instead of moving to terminate the Committee, the Executive Committee re-examine the role, function and name of the Enrollment Management Committee in light of best practices in mentoring and retention to reduce attrition.

MOTION was made, seconded, and passed to have the Executive Committee reconsider the name and function of the Enrollment Committee in relation to best practices in retention and recruitment.

III. OLD BUSINESS

A. GRADUATE COURSE REPEATS: BANNER SYSTEM CAPABILITIES

[In October, the Graduate Council rescinded the policy that restricted to two the number of courses a graduate student could repeat and, instead, permitted programs to set their own limits on how many courses their students could repeat.] Kurt Kruschinska, Associate Registrar, addressed the course repeat policy change and explained how the Registrar's Office could use Banner to help enforce the new policy. He said there are two ways Banner can limit course repetitions: each course can be set up so Banner restricts 1) the number of times a student can register for the course or 2) the maximum number of credits for which the student takes the course. If students exceed the restriction, they are notified they cannot register until they have consulted their advisor. Following the consultation, the advisor can have an override placed in the system, enabling the student to register. This intervention allows the department to identify students who may be facing academic difficulties and to take appropriate action.

He said that many graduate courses currently are set up to permit one repeat without an intervention, which has allowed students to repeat any number of courses, thus bypassing the requirements of the existing policy. Students cannot earn credit twice for the same course, so only the second iteration is counted and is calculated into the student's GPA. Programs will need to determine the number of times they wish to allow courses to be repeated. He said he will work with programs to assure course repeat restrictions conform to program policies and asked what would be the best way to proceed.

The issue generated many questions. Kurt Kruschinska explained that the Banner system cannot enforce the policy that students may repeat only those courses in which they received a B- or below. At the graduate level, although the GPA calculation includes only the second iteration of the grade, the original grade remains on the transcript. For students taking courses outside their home department, the external unit's repeat policies will be enforced in Banner. If a unit doesn't restrict enrollment in its courses to its own students, Banner allows external students to enroll in them, even though the external department has not given permission to its students to do so. However, only courses on a student's plan of work will count toward the degree, so a clear plan of work and careful monitoring by the department are necessary. In Banner, a withdrawal from a course counts as an attempt and will increase the number of override requests a department has to consider.

A long discussion of the issues followed. Kurt Kruschinska suggested that limiting all courses to just one registration would solve some of the problems discussed. But, such a limit could lead to a large number of override requests. In addition, when the Graduate Council rescinded the two repeat limit, it allowed units to establish their own course repeat policies; setting the limit at one registration would remove departmental control. However, setting a one course registration limit and letting departments determine the number of overrides they provide would still allow departments to determine their own course repeat policies. Members discussed whether Council should set the policy at one course registration or whether Council should merely recommend it. Dean Wardell suggested that the question be submitted to the Academic Standards Committee for further review.

IV. COMMITTEE REPORTS

A. EXECUTIVE COMMITTEE

Mary Garrett reported that the Committee brought forward the motions on changes to the Credentials and Enrollment committees. The Committee also reviewed the items before it and determined to which committee they should be sent. Four issues were submitted to the Academic Standards Committee for consideration: whether the number of Regular Graduate Faculty on doctoral dissertation committees should be increased; whether the criteria for Regular Graduate Faculty appointments should be increased; whether plagiarism occurs in doctoral dissertations and how to prevent it; and whether the minimum TOEFL score should be increased. That committee is already considering whether the minimum GPA for Qualified admission should be increased. The concern regarding the level of oral and written English skills among graduate students has been referred to the Scholarly Communication Committee. Executive Committee will examine further the requirement for a PhD minor, whether to allow PhD dissertation directors outside the department, and the method of transferring credit from a Master's program to PhD program.

B. NEW PROGRAMS COMMITTEE

Dean Wardell reported the Committee has approved three new program proposals: a Graduate Certificate program in Public Library Services to Children and Young Adults; a Joint MD/MPH program; and a Bridge Graduate Certificate program in Systems Engineering. The first two are on the Board of Governors agenda for December 9, and the Provost has approved the last one. A

Graduate Certificate program in New Media and Communication was sent to the Board for approval in October. The next meeting agenda includes two Graduate Certificate proposals for Lean Six Sigma programs and a proposal for an AGRADE program between Physics and Biomedical Engineering.

C. ACADEMIC STANDARDS COMMITTEE

Associate Dean Mathur reported that the Committee is working on a provisional admission classification and guidelines for 3+2 collaborative programs with international institutions. In such programs, international students would complete three baccalaureate years at their home institution. They would come to Wayne State for their senior year, during which time they would complete stipulated undergraduate and graduate courses. The international institution will award the baccalaureate, and the students would be admitted to Graduate School. The graduate classes from the senior year would be applied toward the Master's degree, which students would complete during their second year at Wayne State. Another issue the Committee is considering is a strengthening of the criteria for Regular Graduate Faculty appointments. A third issue is increasing minimum GPA for Qualified admission and the impact any change would have. A fourth issue is the use of Turnitin to detect plagiarism in dissertations. A baseline level of plagiarism can be established using past dissertations; this will help determine what should be done in the future. No punitive action against past students is proposed, and the General Counsel's Office has said such a retrospective study would be acceptable. Other indicators that this is a concern are that the College of Education has established a committee on plagiarism, and that a Languages Department workshop on plagiarism has been expanded to include invitations to all PhD students.

D. SCHOLARLY COMMUNICATION COMMITTEE

Associate Dean Mathur reported that the Committee is developing a workshop series for Winter Semester, including sessions on developing abstracts (in January) and poster presentations (in February), that will help students prepare for the Graduate Exhibition in March. The Exhibition will showcase graduate student work and will include an art exhibition and performances as well as scholarly posters. Students will submit abstracts of their work and these will be printed in a brochure for dissemination to everyone. During the summer, there will be a Fellowship Writing Boot Camp for students. She noted that the university record in fellowship submissions has been rather abysmal; the Boot Camp addresses the need to stimulate submissions. OVPR, in collaboration with the Graduate School, has undertaken several initiatives to encourage students and reward mentors for applying for external awards.

E. RESEARCH OFFICE LIAISON

Freda Giblin encouraged members to view the Research Office website (www.research.wayne.edu) for the most recent information on internal funding programs, such as the Faculty Competition for Graduate Research Assistantships; the President's Research Enhancement Program in Urban and Public Health, and in the Arts and Humanities; and the INPHAASE funding awards. She also noted the division's Professional and Academic Development Seminar Series, which presents topics important to faculty, postdocs and graduate students. The series schedule is on the web site. She also noted the University Research Corridor's Jan. 20 conference on Environmental Health Sciences, aimed at developing inter-institutional, interdisciplinary research collaborations.

F. GRADUATE STUDENT COORDINATOR

Charlotte Winston reported that the second Dialogue with the Dean on November 12 was very successful. Evaluation forms revealed that students enjoyed discussing their research with the dean and learning about other students' research. She also reported that a survey to assess the experiences of new doctoral students was sent to 191 newly enrolled doctoral students. The

survey seeks to find out why they chose Wayne State and any difficulties they may have in transitioning to their program; it also lets them know we care about their voice and want feedback from them. They have until December 4 to respond.

G. GRADUATE ADMISSIONS

Mike Wood reported that both applications and admissions for Winter are down compared to last year, 7.2% and 6.9% respectively. These numbers have improved in the last couple of months, indicating that students are applying later to graduate programs than in the past, perhaps due to their job situations. Engineering applications have increased. Despite the decrease in admissions, graduate enrollments currently are ahead of last year. More students are continuing in their programs and enrolling in more credits than at the comparable point last year.

H. GRADUATE EXHIBITION

To give members an idea of what to expect of the Graduate Exhibition in March, Dean Wardell showed a photo montage of the Graduate Exhibition that he developed at Pennsylvania State.

V. ADJOURNMENT

The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Krista L. English

Krista L. English
Secretary of the Graduate Council