WAYNE STATE UNIVERSITY

The Graduate Council

Meeting January, 2018 2:00-3:30 p.m.
David Adamany Undergraduate Library, Community Room

Agenda

I. Approval of Minutes: Attached*

II. Report of the Chair

III. Old Business

A. Responsible Conduct of Research Course (GS 0900)

IV. New Business

A. Proposal to Change the Prospectus Submission Timing*
B. Graduate and Postdoctoral Panel Discussion

V. Committee Reports

A. Executive Committee
B. New Programs Committee
C. Academic Standards Committee
D. Graduate Admissions
E. Graduate Council Academic Senate Liaisons
F. Academic Senate

VI. Adjournment

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Office of the Graduate Council ■ 5057 Woodward, Rm. 6402.11
577-8050 ■ c.sokol@wayne.edu ■ fax: 577-2903
www.gradschool.wayne.edu

WAYNE STATE UNIVERSITY

The Graduate Council

Minutes of the Regular Meeting of The Graduate Council, held on January 17, 2018 at 2:00 p.m., in the David Adamany Undergraduate Library, Community Room

Members Present:	E. Ash, A. Basu, L. Beale, J. Beaudoin, N. Bhavnagri, A. Billings, M. Campbell, A. Cano, A. Cherry, C. Chow, M. Clark, H. Dillaway, P. Dubinsky, J. Duchan, J. Ernst, A. Feig, L. Hazlett, H. Heng, P. Johnson, L. Keashly, S. Ng, B. Pogodzinski, J. Pruchnic, L. Romano, J. Rothchild, D. Schutte, M. Shekhar, J. Smith-Darden, C. Sokol, T. Stemmler, C. Tan, E. Troffkin
Members Absent With notice:	D. Baker, P. Beavers, S. Lean, T. Leff, A. Vallerand
Members Absent:	S. Aboulhassan, R. Benkert, K. Blakeney, F. Hopp, P. Samuel, W. Volz, D. Walz, X. Zhang

The Meeting was called to order at 2:05 p.m. by Dean Ambika Mathur.

I. APPROVAL OF MINUTES

MOTION was made, seconded, and passed to approve the minutes of November 15, 2017 with revision.

II. REPORT OF THE CHAIR AND OLD BUSINESS

A. Responsible Conduct of Research Course (GS 0900)

- Dr. Tim Stemmler reported that for the fifth time the Graduate School has offered the course, and valuable feedback had been received on how to improve the course from students and faculty.
- Changes to the course have been implemented with the assistance of faculty from the humanities and social sciences to make it more inclusive.
- Dean Ambika Mathur reported that some of the changes were implemented based on a survey of students who have completed the course.
- Dr. Arthur Marotti, Professor Emeritus from the English Department, will begin the session by addressing the issue of the importance of RCR in the Arts and Humanities.
- A survey of the students will take place immediately after the session to gather feedback from changes made to this offering of the course.

B. GRE Requirements

- Dean Mathur reported that the GRE will remain on the Graduate School application. Individual schools and colleges will decide if they want to use the GRE. Current plans are to move toward a portfolio review for admissions with the use of rubrics. The rubrics will be decided by the individual school/college/program/department.
- Rubrics are to be used so they are not just score-based. If score-based is required, justification will need to be provided to the Graduate School for that decision.
- Rubrics are to be an overall review of the student, and should not focus only on GRE, GPA or a combination of both.
- There is information available on the Graduate School website for available templates.
- Dr. Heather Dillaway asked if the AGRADE program name change to "Grad Star" was still being discussed. Dean Mathur reported that there was significant conversation and the decision was made to retain the name as is.

III. **NEW BUSINESS**

A. Proposal to Change the Prospectus Submission Timing

- Dean Mathur reported that this proposal was produced by the Academic Standards Committee based on data gathered by the Graduate School to implement best practices in order to reduce the time to degree.
- Further conversations will be held with the Graduate Council and Graduate Directors, and a final decision will be made based on the feedback received.
- Dr. Andrew Feig reported data that shows a 1.5 year lapse between candidacy and submitting a prospectus, where the average time to degree is between 5.3 to 5.4 years.
- The current policy states that a student is not formally allowed to start their dissertation research until a prospectus is submitted. We found many violates to this policy.
- Dr. Feig stated that the goal is to get students to think about writing their prospectus as rapidly as possible after candidacy. The decision was made to have 1.5 years as the benchmark with no changes to the approval flow.
- Current policy is the following: "Prior to initiating doctoral research, the PhD student must prepare a prospectus of a proposed dissertation research describing the scope of the problems. The materials or subjects used, methods and design of the study and projected results. If human or animal subjects will be used, use the guidelines for research. When the prospectus is ready for presentation to the advisory committee, the student should complete the prospectus approval form and submit it to the departmental graduate director."

- Dr. Paul Johnson reported that between Fall 2015 and Fall 2017, 59 of the 83 PhD graduates would have needed an extension with the new timeline suggested. This equates to 71% of the cohort. Dr. Johnson raised the concern that this policy would not have the desired effect to reduce the time but instead add another burden to the students' progress.
- Dean Mathur stated that PhD students need to begin thinking about their dissertation project as early as possible.
- Dr. Navaz Bhanvnagri stated that the current timeframe indicated in the proposal will put too much pressure on the student and the faculty. The suggestion being a focus on some flexibility rather than making a one year rule.
- Dr. Simon Ng stated a strong support of the policy. The College of Engineering tries to provide students a timeline with specific milestones and are in support of the one-year rule. Dr. Ng stated Engineering would prefer a shorter timeframe.
- Dr. Christy Chow supports moving the timeline to one year and stated that students see the value in the prospectus being done earlier.. Chemistry has moved the prospectus to the fifth year from the third year. Students indicated it would have been more beneficial if it was done it in the third year. General principle is that the prospectus should be done earlier.
- Dr. Eric Troffkin asked if instead of specifying the timeline in years, the specification would be represented with number of credits within the coursework. Dr. Feig stated that coursework should be done because the students are post-candidacy but it could be altered by semester.
- Dr. Heather Dillaway supports the idea but stated that twelve months is too tight. Dean Mathur proposed that the timeline be changed to 18 months instead of 12 months.
- Dr. Dillaway stated that implementation could be difficult and suggests making it an electronic process or a hold.
- Dr. Linda Beale stated that moving the timeframe to 18 months addressed the concerns with the proposal.
- Dr. Ben Pogodzinski asked if the changes would affect the current practice of ignoring the policy surrounding the prospectus. Dean Mathur responded that reminders will be automated and the Graduate School has been cracking down but will have to be a little more efficient in getting to programs with repeat offenders.
- Dr. Amar Basu supported Dr. Chow's point that the prospectus should be completed early as it is a critical part of the literature review. He suggested implementing a hold on the 9991-4 classes because students are motivated to take those courses. A policy in the department was that students needed one year between the prospectus and the defense to ensure that sufficient research is conducted between the two milestones.

- Dr. Loraleigh Keashley highlighted the College of Education's point that a number of their students are part time and this needs to be considered. The Graduate School needs to be sensitive to that fact.
- Dean Mathur stated the Graduate School is very sensitive to the needs of part-time students. Yet, part-time students have the same timelines as full-time students to achieve all other milestones.
- Dr. Dillaway asked that the changeover be somewhat gentle and that current students don't automatically get a hold. Dean Mathur confirmed that this process would be implemented starting Fall 2019 and would be effective for new admissions and not for current students.

B. Discontinuance of the Graduate School Certificate in Social Work Practice with Families and Couples
    - Associate Dean Annmarie Cano requested the discontinuance of the Graduate Certificate in Social Work Practice with Families and Couples, effective January 17, 2018.
    - The program has not graduated students since 2015 and there are no students currently enrolled in the program.
    - Dr. John Rothchild inquired about the practical difference between discontinuing the certificate program and just leaving it with no one enrolled. Associate Dean Cano responded that a moratorium exists and it is up to the department whether or not a program is discontinued.
    - MOTION was made, seconded, and passed to discontinue the Graduate Certificate in Social Work Practice with Families and Couples.

C. Graduate and Postdoctoral Panel Discussion
    - Dean Mathur reported that this year is the 85th anniversary of the Graduate School which also coincides with the Sesquicentennial (150th) year of Wayne State University. In addition to the regular research symposium, scheduled for March 6th a panel discussion will be held. The Graduate School has invited alumni from different disciplines for this panel.
    - Associate Dean Cano that reported programs have been asked to suggest panelists who are alumni. Currently confirmed is James Jackson, a psychology PhD at the University of Michigan and well known gerontologist. Alumni from health science and humanities have been invited; we are awaiting their confirmation.
    - The panel will be in an interview style with questions asking how each alumnus succeeded in Graduate School and about their career trajectories.
    - It was suggested that the Graduate School look into speakers who attained a Master's degree and has an interesting career. Associate Dean Cano says that the Graduate School is open to suggestions.

IV. **COMMITTEE REPORTS**

A. Executive Committee

- Dr. Jeff Pruchnic reported that the committee had its first meeting of the semester on January 8th. The discussion included changes to the RCR, the GRE requirement and the proposal to change the prospectus timeline.

B. New Programs Committee

- Associate Dean Cano reported the New Programs Committee reviewed a discontinuance in the College of Education, a proposal for changes to the MS Anatomy program and a proposal for a new dual-title in Urban Sustainability that is part of the NSF Trust Grant. Biological Science is the first program to want to adopt it.

C. Graduate Admissions

- Dean Mathur reported that the previous trends continue and the Graduate admission numbers will need to keep improving.
- Dean Mathur's recruitment trip to India was very successful. The graduate ambassadors reached out to every student admitted into masters programs in the College of Engineering from India. The yield was 37 of 89 admits.
- Some issues remain that are being addressed, such as housing.
- The Provost Office in partnership with the College of Engineering and the Graduate School hired a recruitment agency in India to represent Wayne State University in order to improve recruitment locally.
- Dr. Beale asked the number of institutions the India recruiter will visit.
- Dean Mathur responded that the recruiter will work with several institutions.

D. Research Committee

The meeting focused on a change in federal regulations regarding the IRB process. In general, the news is mainly positive and streamlined. There are ways in which it will decrease delays.

E. Academic Senate

- Dr. Lou Romano reported that good presentations are being made at the Senate. Everybody is invited to attend the Senate meetings.
- In February, the Academic Senate has invited Dr. Steve Lanier to speak on the e status of the research enterprise at Wayne State University. The committee would like a budget report from Ms. Diana Good and Mr. Jeff Bolton.
- In March, Dr. David Hefner will give a report on the School of Medicine.
- Dr. Romano reported The Sesquicentennial will kick off on January 26th at 2pm at the Community Arts Building.
- The budget hearings are starting next week. All the colleges are making presentations.

- There was a presentation at Budget Planning Council last week about the prospects for the budget this coming year. It continues to look dismal; probably with a budget hole as large or larger than last year. The only way there will be no cuts is if enrollment increases substantially. The administration is predicting flat enrollment.
- The Graduate School was specifically mentioned as having a budget surplus.
- Dean Mathur stated that e Graduate School was told it had a budget deficit of $1 million each year for three years. Therefore, the Graduate School was not allowed to spend funds resulting in this surplus. In addition, the Graduate School has to ensure funding for a two year period for master students and four years for PhD students, and therefore has to carry forward those monies.
- Dr. Romano stated that if there is anything that can be done to reduce the budget balance it would be beneficial to the Graduate School. There is an assumption that the Graduate School is not spending the funds responsibly.

V. ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Cindy Sokol
Manager of the Graduate Council