

Meeting of January 20, 2010, 2:00 p.m.  
Adamany Undergraduate Library, Community Room

**Agenda**

**I. Approval of Minutes:** November 18, 2009\*

**II. Report of the Chair**

**III. Graduate Council Committee Reports**

A. Executive Committee

1. Proposal: 3+2 Program Guidelines and Provisional Admission\*

B. New Programs Committee

C. Academic Standards Committee

D. Scholarly Communication Committee

**IV. Old Business**

**V. New Business**

**VI. Other Reports**

A. Graduate Enrollment Services Office

B. Graduate Student Coordinator

C. Research Office Liaison

D. Academic Senate Liaison

E. University Libraries Liaison

**VII. Adjournment**

\* attachment

**Minutes of the  
Regular Meeting of January 20, 2010, 2:00 p.m.  
Adamany Undergraduate Library, Community Room**

Members Present: L. Baker, L. Beale, A. Butler, J. Casida, J. Davis, K. English, M. Garrett, J. Green, D. Haase, B. Li, G. Mao, A. Mathur, J. McComish, R. Pauley, A. Santiago, J. Stoltman, A. Suits, J. Thomas, C. Waites, M. Wardell, C. Winston, J. Yoon

Members Absent with Notice: M. Clark, T. Edwards, S. Ilmer, M. Mougoue, M. Neely, D. Onolemhemhen, A. Yaprak

Members Absent: A. Duggan, M. Grimm, S. Peters, D. Pitts, L. Schwiebert, J. Stoltman, R. Sundick, K. Thompson, Y. Xu

Also Present: C. Barduca, A. Hudson, M. Wood

The meeting was convened at 2:07 p.m. by the Chairperson, Dean Mark Wardell.

**I. APPROVAL OF MINUTES**

MOTION was made, seconded, and passed to approve the minutes of November 18, 2009, with the notation that Abigail Butler had been present.

**II. REPORT OF THE CHAIR**

Dean Wardell announced that April 13 is Graduate Education Day, a national concept sponsored by the Council of Graduate Schools. Students from all the graduate schools in Michigan will converge on Lansing to meet with senators and representatives to impress on them the importance of graduate education for the state. Wayne State will identify graduate students to meet with delegations from their districts, and two or three students from each institution will present posters and engage the legislators in their research and scholarship.

He also said that, at this point, overall enrollment for Winter Semester is up. Graduate enrollment is up 1.1%, primarily due to enrollment of continuing students, while new student enrollment is down about 1%. Applications for Summer and Fall are also up. A new on-line admission application that can be tailored to incorporate the requirements of each program is being tested in a few units and should be ready for all by Summer.

Dean Wardell then gave a PowerPoint presentation explaining the reallocation of graduate awards. When he first examined the awards budget, he thought it was not being allocated strategically. He wanted to focus more on recruiting. He developed a reallocation plan and presented it to the Provost, President, individual deans, Council of Deans, Graduate Directors and the Academic Senate's Policy Committee. As a result of this consultative process, the original plan was revised considerably. While it maintains much of the award distribution pattern of the past, he believes the revised plan will facilitate recruitment of new doctoral students in a competitive way.

The plan has two strategic objectives. The first is to contribute to the university's initiative to gain national prominence in doctoral education. The plan does so by increasing stipend levels and the number of awards. The quality of the faculty/program and financial support are the primary reasons students select a graduate program. The second objective is to contribute to the university's regional engagement and foster the regional economy. The plan is a factor in increasing and retaining master's enrollments and producing a high-skilled, high-performance workforce. In developing the reallocation plan, the Fall 2009 applications to our doctoral programs were analyzed to determine the institutions from which the applicants came. Of 1,558 applicants, less than 8% came from top research institutions, and only two applicants were from top liberal arts colleges.

Dean Wardell described the reallocated awards. Forty five new University Graduate Research Fellowships (UGRFs) for recruiting new doctoral students were created, with an \$18,000 stipend, tuition and subsidized health care. In the second year, the unit is responsible for providing support to the student, and the Graduate School will cover the differential between the scheduled stipend rate and \$18,000. Candidates must be nominated by Graduate Directors; the nomination and award process is online. On average, WSU's current stipends are \$7000-8000 below the national average. Four Dean's Diversity Fellowships for doctoral students with a \$20,000 stipend will be offered, with the same benefits and second-year commitment as the UGRF. Dean's Diversity Fellows must be new to WSU. Graduate Directors will nominate the candidates. McNair and LSAMP Scholar awards, for master's as well as doctoral students, will pay tuition up to nine credits for all Scholars, up from ten awards last year.

Two hundred forty Graduate-Professional Scholarships, for master's and doctoral students, will pay tuition for six to nine credits. Previously, this award paid for 1-12 credits. The increase in minimum enrollment was made to encourage more rapid degree completion. The tuition savings contribute to the new UGRF awards. Fifty seven Rumble Fellowships will be awarded, with a \$15,750 stipend as well as tuition and health subsidy. The number of awards has been reduced from 65 to increase the stipend from \$13,001. Though initially Rumbles were going to be reserved for the dissertation years, this was changed because programs needed greater flexibility; there is no change in how they are to be used. Housing allowances have been terminated as departments were using these as stipend top offs; the funds were used instead to help create the UGRFs. One hundred Travel Grants will still be available, with the amount increased from \$250 to \$500. A department/college match still is required.

Dean Wardell reiterated that the objectives of the awards reallocation were to raise stipend levels and to increase the number of awards in order to recruit doctoral students more strategically and to increase master's enrollments. The only new money involved came from the OVPR, which increased its support for the Travel Grants, and the NSF, which provided the funds for the two additional Dean's Diversity Fellowships.

Dean Wardell answered questions and clarified details of the awards. The UGRFs are in addition to units' GA and Rumble allocations. The UGRF nominations should be submitted on a rolling basis and will be evaluated using a matrix that compares the nominee to the department's other applicants. Decisions will be available within five days. The details of the award and evaluation process are on the Graduate School web site: <http://www.gradschool.wayne.edu/current/UGRF-web.pdf>. He said the process should encourage early application deadlines; the competition among graduate programs nationally has become fierce. These awards should increase the quality of students, should recruit ones who have research experience already, including those from top liberal arts schools and research institutions. He said departments must become more proactive in recruiting – for example, the Graduate School would buy GRE scores for California students or for top students in our doctoral disciplines and then work with programs to actively recruiting them. We also need to find out why applicants went elsewhere.

Associate Dean Mathur reported that the Graduate Exhibition in celebration of graduate education will be held on Sunday, March 28. It will provide an opportunity for students to present their research, scholarly and creative achievements. Presentation categories have been established in the visual arts, performing arts, and posters in humanities, social and behavioral sciences, engineering, life and

health sciences and physical sciences and math. Judging criteria for each of these categories have been established, and awards will be made in each category – one \$500 first place award, two \$250 second place awards and three \$100 third place awards. The abstract submission deadline is February 22. Information about the Exhibition, poster submission and judging is available on the Graduate School web site: <http://www.gradschool.wayne.edu/index.asp>. To help students prepare, the Graduate School is sponsoring an abstract preparation workshop on January 29 and a poster preparation workshop on February 19. She asked members to serve as judges and sign up at <http://www.gradschool.wayne.edu/exhibition/exhibition.asp>.

Dean Wardell reported on changes that have taken place at the Graduate School. The functions of the PhD office have been moved to the Office for Graduate Enrollment Services (formerly Graduate Admissions) in the Welcome Center. The PhD functions have been divided up among the processors in the same alpha order as admission application processing. Tamara Maxwell will be the lead supervisor. The staff members are happy about the changes and will provide excellent service. Details of the changes are on the announcements section of the Graduate School web site: <http://www.gradschool.wayne.edu/index.asp>

### **III. GRADUATE COUNCIL COMMITTEE REPORTS**

#### **A. EXECUTIVE COMMITTEE**

Associate Dean Mathur gave the report because Mary Garrett has been unable to attend the Committee meeting. At the November Council meeting, members approved changing the name of the Credentials Committee to the Academic Standards Committee. The Executive Committee further refined the description of the Committee to read: An Academic Standards Committee of at least four members shall be appointed annually by the Chairperson of the Graduate Council. The Committee will have general responsibility for academic standards in relation to graduate faculty and graduate students. It will report its actions to the Executive Committee.

She said the Executive Committee has brought forward a proposal for Guidelines for Developing Joint Undergraduate/Graduate 3 + 2 Degree Programs with International Institutions. Joint programs may be developed when a collaborative Implementation Agreement exists between WSU and another institution. In essence, such programs allow talented international students to complete both the baccalaureate and the master's degrees in five years. Students would complete three undergraduate years at their home institution, then attend WSU during the fourth year during which they enroll in specified undergraduate and graduate courses to complete the baccalaureate requirements. Graduate courses in this year would count toward both degrees. The home institution would award the undergraduate degree and students would then complete the master's degree at Wayne State the following year. The Guidelines establish Joint program requirements and streamline their creation. The program is not intended for three-year baccalaureate degree holders.

MOTION was made, seconded, and passed to approve the Guidelines for Developing Joint Undergraduate/Graduate 3 + 2 Degree Programs with International Institutions.

#### **B. NEW PROGRAMS COMMITTEE**

Dean Wardell reported that the Committee has approved an AGRADE program between Physics and Biomedical Engineering and a change in the name of one of the Psychology PhD concentrations ("Cognitive and Social Psychology Across the Lifespan." to "Cognitive, Developmental, and Social Psychology"). Two Lean Six Sigma certificate proposals in Engineering are currently under review. Next on the agenda are master's and certificate proposals in Electric Drive Vehicle Engineering and an Engineering Management certificate.

**C. ACADEMIC STANDARDS COMMITTEE**

Associate Dean Mathur reported that the Committee is considering whether the criteria for Graduate Faculty appointments should be raised and how to do that. The Committee has approved a proposal to increase the minimum HPA for Regular admission from 2.60 to 2.75 and Qualified admission from 2.25 – 2.59 to 2.5 – 2.74. Individual units may establish higher requirements. Doctoral admission is not affected by this proposal and remains at 3.0 for Regular admission. The proposal will come to Council in February.

**D. SCHOLARLY COMMUNICATION**

Associate Dean Mathur reminded members that the flyer for the Scholarly Communication Workshop series for graduate students was sent to members. The first two, on abstract and poster preparation, are tied in to the Graduate Exhibition. The other sessions are on editing and proofreading, developing the literature review, and avoiding plagiarism. In May and June, there will be a “boot camp” for fellowship writing. Dean Wardell reminded members that OVPR, in conjunction with the Graduate School, is encouraging students to apply for competitive external fellowships by awarding \$1,000 to any student who submits an application, and \$1,000 each to the student and mentor if the fellowship application is successful.

**IV. OTHER REPORTS**

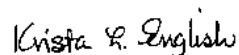
**A. GRADUATE ADMISSIONS**

Mike Wood reported that applications for Winter Semester are down but admissions are up. Applications and admissions for Summer and Fall are up, but the numbers are too small for drawing conclusions. He said that the new admission application that can be tailored to include departmental requirements will eliminate the need for a separate departmental application and end the confusion two separate applications can create for students. A new checklist feature, also tailored to each department’s requirements, will allow everyone – the student, the department, the admissions staff – to see exactly which documents have been submitted and which ones are missing. GRE and TOEFL scores can be imported into the system as well. The new system will improve service to students.

**V. ADJOURNMENT**

The meeting was adjourned at 3.27 p.m.

Respectfully submitted,



Krista L. English  
Secretary of the Graduate Council