



Graduate Council

Agenda

2-3:30 p.m., Wednesday, October 21, 2020

<https://wayne-edu.zoom.us/j/92603549587?pwd=L3RKcDRqVThMNmdrU01DT25ldEVFQT09>

- I. Report of the Chair**
 - a. Dean's welcome
 - b. Review and approval of September 2020 minutes (page 2)
 - c. Formation of a task force on graduate faculty appointments and renewals
 - d. GTA concerns regarding face-to-face instruction (students not wearing masks, lack of PPE)
- II. Executive Committee, Fred Vultee, chair**
- III. New Programs and Program Review (NPPR), Todd Leff, chair**
 - a. *Discontinuances*
 - i. College and University Teaching Certificate, Learning Design and Technology, College of Education
 - ii. EDD, Learning Design and Technology, College of Education
 - iii. Education Specialist Certificate, Learning Design and Technology, College of Education
 - iv. Online Teaching Graduate Certificate, Learning Design and Technology, College of Education
- IV. Academic Standards, Sharon Lean, chair**
- V. New business**
- VI. Graduate Admissions (Sherry Quinn, Director of Graduate Admissions)**
- VII. Report from the Graduate Council Academic Senate Liaisons**
 - a. Linda Beale, President, Academic Senate
 - b. Sharon Lean, Budget Committee
 - c. Ed Cackett, Research Committee
 - d. Paul Johnson, Student Affairs Committee
- VIII. Adjournment**

September Agenda and Minutes

Graduate Council (via Zoom)

2-3:30 p.m., Wednesday, September 16, 2020

<https://wayne-edu.zoom.us/j/97418047604?pwd=ekNQRmRHbUF4YytQT1VNbk9hK1c3QT09>

- I. **Report of the Chair**
 - a. Dean's introduction
 - b. Review and approval of April 2020 minutes (page 2)
 - c. Seating of the Ad Hoc Student Academic Development Committee
 - d. Seating of the Bylaws Committee
 - e. Consideration of Membership Committee
 - f. Postdoctoral fellows update
 - g. Master's students taking responsible conduct of research course (GS-0900)
 - h. Graduate Council liaisons to Academic Senate Standing Committees: Curriculum and Instruction; Budget; Research; Faculty Affairs; Student Affairs; Facilities, Support Services and Technology

- II. **New Programs and Program Review (NPPR), Todd Leff, chair**
 - a. *Discontinuance*
 - i. Anesthesia MS, Pharmacy and Health Sciences, Eugene Applebaum College of Pharmacy and Health Sciences

- III. **New business**

- IV. **Graduate Admissions (Sherry Quinn, Director of Graduate Admissions)**

- V. **Report from the Graduate Council Academic Senate Liaisons (Linda Beale)**

- VI. **Adjournment**

Notes from September 16, 2020 meeting

Attendees:

Jonathon Anderson, Jeanne Barcelona, Linda Beale, Joan Beaudoin, Abe Biswas, Suzanne Brown, Amanda Bryant-Friedrich, Ed Cackett, Christy Chow, Stephen Chrisomalis, Christine D'Arpa, Paul Dubinsky, Steve Firestine, Paul Johnson, Loreleigh Keashly, Chera Kee, Poco Kernsmith, Ming-Chai Lai, Sharon Lean, Todd Leff, Richard Marback, Golam Newaz, Debra Patterson, Bijal Patel, Sherry Quinn, John Rothchild, Preethy Samuel, Malathy Shekhar, Jeff Stanley, Sokol Todi, Jasmine Ulmer, Fred Vultee, April Vallerand, Dan Walz, Mary Wood, Attila Yaprak

Absent:

Mary Clark (excused), Ken Jackson, Weisong Shi (excused)

Guests: Paul Beavers (School of Information Science), Shauna Reeves (on behalf of Mary Clark)

Minutes

Dean's Introduction

The Dean asked if the Council had any additions or changes to the agenda. There were none. Dean Amanda Bryant-Friedrich introduced herself. She was appointed Dean of the Graduate School on August 1 and has been in the position for six weeks. She said it was good to be at WSU at a time where we need to take advantage of any opportunities that we can to help our students and our community. She comes here from the position of Dean of the College of Graduate Studies and Vice Provost for Graduate Affairs at the University of Toledo (from 2016). She has also served as Interim Dean of the College of Pharmacy and Pharmaceutical Sciences at Toledo. She mentioned her strong passion for graduate education. She is a member of the faculty in the College of Pharmacy and Health Sciences. She has an active research lab and is working on nucleic acid modifications. She has conducted this type of research since her postdoc days. She has a PhD from the University of Heidelberg, Germany, and did postdoc work at the University of Basel in Switzerland.

A motion was made and seconded to approve the September agenda. The motion was approved.

The Dean asked the Council if they had a chance to review the April 2020 minutes and if they had any additions or corrections. None did.

A motion was made and seconded to approve the April 2020 minutes. The motion was approved.

The Dean asked that those who wish to abstain put it in the chat, as done by Joan Beaudoin (she did not serve on Graduate Council in April 2020).

The next item was review and approval of the Graduate Council's standing committees. The Dean asked if it's customary to take attendance. Linda Beale said before the pandemic there would be a check for a quorum based on sign-up sheets. It was determined that a quorum was present.

Seating of an Ad-Hoc Student Academic Development Committee

The Dean informed the Council that the Executive Committee voted to seat an Ad Hoc Student Academic Development Committee, which is mentioned in the bylaws of the Graduate Council. This committee will deal with special situations and addresses a variety of student issues as they arise. It may draw its members from both within and outside the Graduate Council. She said more student issues will come up during the pandemic, such as extensions on deadlines. She asked the Council to comment and asked if anyone had served on this committee in the past. Paul Johnson was not familiar with the committee and asked if it would deal primarily with time extensions. The Dean said the committee would have a broader purpose of looking at a variety of issues. She said the Dean's office could provide the agenda for the committee and asked for discussion on the matter. Linda Beale said in the Academic Senate these types of issues come from the Deans' offices and faculty who are dealing with particular problems and find lack of responsiveness from chairs or deans. She suggested that it might be appropriate to have another avenue through which members of the Council could raise a question to such a committee and have it considered. The Dean agreed and noted that staff members who work with grad students are aware of issues that could come before the committee. The bylaws do not contain much information about this committee and it has quite a bit of latitude to consider many different kinds of issues in an advisory capacity.

A motion was made and seconded to seat members of the Ad Hoc Student Development Committee. The motion was approved.

Seating of the Bylaws Committee

The Dean said the bylaws are critical to start the discussion around various aspects of the Graduate Council's functions. She asked permission to seat a Bylaws Committee that would allow a close look at how the Graduate Council functions. She asked if anyone had served on the Bylaws Committee. None had. Beale noted that having a review of Bylaws helps an organization improve its function.

A motion was made and seconded to seat members of the Bylaws Committee. The motion was approved.

The Dean said it will take time to request nominations to populate the two committees that will be seated. The nomination process will occur by email, so that we can select members for the committees at our next meeting.

Consideration of a Membership Committee

The Dean said she was surprised that there was no Membership Committee for the Graduate Council. She wanted to hear the pros and cons of forming one. Paul Johnson asked about the charge of the committee. The Dean said the committee would approve graduate faculty appointments. The current criteria would remain the same unless the committee suggests revisions to the criteria. Recommendations from that committee would go to the Graduate Council and the Graduate Council would vote on graduate faculty membership for each individual.

Paul Johnson asked how many appointments and renewals come in during the year. It was determined that about 80-120 come in during the year. The appointments/renewals are for five years. The Dean said we want to make sure that people know when their appointments are set to expire. She considers it important for graduate faculty to be making these determinations. Paul Johnson said given the volume, it may be better if there was a committee which included members of the Grad Council to review and make decisions rather than the entire Council. The Dean said the Membership Committee would report out to the full Grad Council.

Dan Walz said in the School of Medicine he signs off on recommendations for membership and graduate faculty. Departments are pretty good about bringing them forward. There's anywhere from one to four graduate faculty renewals per year per department. He said it would be redundant for him to sit on a committee, or he would have to exclude himself from all School of Medicine decisions on renewals and appointments. The Dean said no administrators will be on the committee. Malathy Shekhar said it would be good to have faculty representing different departments and schools. The Dean noted that making this choice is not something that we should take lightly in terms of creation of the committee and who sits on it. Jeff Stanley said it is a great idea because we could also introduce various levels of grad faculty status. The Dean noted that someone without a terminal degree but with significant experience, is currently unable to chair a dissertation committee. The Dean said the committee would not be large. Steve Firestine asked if this committee could override the dean and wondered if this issue could be addressed in the Bylaws Committee. There is also the concern that a committee could become a "rubber stamp". The Dean said she wants to seat the Bylaws Committee to address these kinds of issues. This will help in understanding its role, its composition and what kind of power it will have. Paul Johnson said current appeals go to the Academic Standards Committee.

The Dean said she would not ask for a vote on seating the committee today. She will speak to the Executive Committee. She noted that we don't want to put something in place that adds more bureaucracy.

Postdoctoral Fellows Update

Sokol Todi said there are currently 250 postdocs at Wayne State. We had about 180 previously. Many are funded through funds from the OVPR that supplies 50% salary and fringe coverage for two years for new postdocs. We have a long list of publications from our postdocs that is updated regularly on the Grad School website. And we have expanded the type of developmental opportunities for postdocs to include new events such as mock job and chalk talks. We had also issued a substantial number of awards of \$1000 each for travel to international conferences, whether in the US or elsewhere. Next week we are celebrating the Postdoc Appreciation Week. He said he is supported by a wonderful postdoc association (or PDA) whose ranks have also increased. A new associate director has been appointed. Beale asked where most of these postdocs are concentrated. Todi said chemistry, medicine and engineering have large numbers of postdocs, but we also have postdocs in other areas, including the arts and humanities. Yes, STEM has a large proportion split among different units and departments. The hope is to increase them obviously in all areas.

Master's students taking responsible conduct of research course (GS-0900)

Todd Leff said everybody knows that the Graduate School has been conducting the responsible conduct research course that we require for all first year PhD students. We've been doing this for about five years. It has evolved dramatically this year because COVID converted it to all online training. Now master's students who are in research-intensive programs want to take the course. In the past, master's students were not allowed to take RCR. The origin of that policy is a little obscure. If we add another 50 master's students in the fall to the already 150-200 PhD students, it becomes a more difficult organizational endeavor. We will probably keep it all online for the foreseeable future. Given this current context, there is really no reason why we can't give the course to as many people as possible. He asked for everybody's opinions or sense about this and whether there are some hidden difficulties with 50 or more Masters students taking it each semester. There is a downstream aspect to this that requires programs to do additional phase three training or discipline-specific training.

Dan Walz asked about the time commitment for stage 3 training. Leff said in some programs it's a course. Walz said in medicine there's one course director, so how can one person handle 60 to 70 students in a department? Leff said that might be the case for large masters programs where there's some research component, but where there's a desire for them to be exposed to research principles. Todi asked about offering a separate class for master's students. We would preclude the need of a phase three altogether for the master's students.

Dan Walz said the other big program is the masters in public health. It's very difficult to predict at that stage of training, whether they will or will not be engaged in research. He added he was concerned about the burden of one-on-ones with part-time students. Stephen Chrisomalis asked about students who proceed from the MA to the PhD, as is the case in many of our

programs. Will they be required to take the course again? Leff asked the Council to send him an email with any additional feedback.

Graduate Council Liaisons to the Academic Senate Standing Committees

The Dean asked how the liaisons have been selected in the past and Beale said by volunteering. She added that the Senate really welcomes that participation in each of those committees and the Budget Committee, for example, will be meeting next Monday. The Dean said a call for nominations will go out ASAP.

Paul Beavers, the chair of the Budget Committee, commended Sharon Lean for her work on the Budget Committee. There was brief discussion regarding associate deans serving on these committees. Beale said that's ultimately for the grad council to think about. Do we want strong faculty participation, because obviously we hear the administrative viewpoint fairly often. Beavers said the perspectives of an Associate Dean were particularly valuable to the committee this year.

New Programs and Program Review

Todd Leff said we reviewed six proposals, only one of which we need to vote on today, but he reported on all. There were three revisions to existing programs. Two from the business school, which are both new concentrations. In fact, all three of these revisions are the addition of a concentration to a pre-existing degree program. These were additions to the MBA program of a concentration in healthcare supply chain management and a second in business analytics. The third is in the pharmacology department--a new concentration in toxicology in the Master of Science Program. We had two dual programs that were approved, both having to do with urban sustainability. The majority of the dual title programs we have are centered around the NSF T-RUST grant. These programs were in pharmacology and in Pharmaceutical Sciences and both were approved. The only proposal requiring Grad Council approval is a discontinuance of a master's in anesthesia in EACPHS. In the committee, we focus on whether there are any students remaining in the program. This program hasn't had students enrolled in it for a number of years.

A motion was made and seconded to approve the discontinuance. The motion was approved.

New Business

Paul Johnson brought up as unfinished business the discussion about dissertation credit blocks. He said the focus in the recent benchmarking by the Graduate School had two options. One was examining the total number of hours required and the other was examining the blocks or options in which the hours are completed. Wayne State required a total of 30 credit hours, which was consistent with other universities. Then there was a proposal to allow blocks of 10, 10 and 10 vs. the current blocks of 7.5 over four semesters. The Dean asked for minutes and

other information on this issue. This will be discussed at the next Executive Committee meeting. The Dean announced that Fred Vultee has agreed to chair the Executive Committee. The Academic Standards Committee will examine the dissertation credit blocks and report back to Graduate Council.

Graduate Admissions Report

Sherry Quinn presented a PowerPoint on fall '20 admission data. She also had a few other updates from Graduate Admissions. She noted that the category of doctorate reported by Office of Institutional Research and Analysis (OIRA) includes all doctorate programs, PhD, EdD and professional programs. We are at 1366 students. Enrollment is actually down about 21% over last year. There are some significant changes in the College of Fine Arts and Pharmacy, but at this time, she was not able to provide any additional information on the changes. The master's enrollment currently for fall stands at 4,974 and this is actually down about 6.9% from last year.

It was noted that the College of Nursing was down considerably. April Vallerand said she disagreed with the numbers. She said Nursing is up and has been up for the last five years. Quinn said the data is from OIRA and may include professional and research doctorates and masters. This includes all of the doctorate programs. Quinn said she was happy to meet with Vallerand. Vallerand asked if the numbers were PhD and DNP and NP. Vallerand said the DNP numbers have gone down, whereas the PhD numbers have gone up.

Quinn then showed first time enrollment slides. The first slide is first time enrollment for the research doctorates for domestic students. We have 994 first time applications, which was an increase of about 21%. We accepted 171 of those students with an acceptance rate of 17.2% (relatively flat in comparison to last year). From that group we enrolled 94 new students, which is down about 5% or five students with the yield of 55%.

For international research doctorate students, we received close to 1500 first-time applications, an increase of 6.6% over last year. We admitted 102 of those students with an acceptance rate of 6.8%. We enrolled 28, a significant decrease of 69% or 62 students. We believe that this is primarily attributable to the pandemic. We had some deferrals to winter 2021 from about one third of that decrease.

Fred Vultee asked how enrollment is calculated because he noticed on the previous slide that the enrollment in CFPCA is listed as about half of what it really is. He said we've got eight new doctoral students in the communication department alone. Quinn clarified that these are first time to the university. It would not include Wayne State master's students who matriculated to a PhD program.

The Dean asked if it would be better to see your first-time enrolled students who are first time in the program and not first time to the university. It was agreed that both numbers should be reported for the next meeting. Quinn said these applications would be for those individuals

who met the Graduate School's requirements for admission. The discrepancy may occur since they may not have fully completed all of the requirements necessary for programs, but they did complete the requirements necessary for the graduate school.

For master's domestic students, again we had 4,329 first-time applications, which was an increase of 4.1% over last year. We accepted around 1,600 of those students, which is relatively unchanged from last year, with an acceptance rate of around 38%. We enrolled 1,100 new students, which is up 6.1% from last year, around 63 students in terms of new headcount. For our international enrollment, we have close to 1500 first-time applications, a decrease of about 13.9%. We admitted 440, down 15% from last year. The acceptance rate is relatively unchanged at around 30% and we enrolled 73, a decrease of 46.7% or 64 students. This yield is 16.6% compared to 26.5% last year. We believe that the majority of the decline is associated with the pandemic. We have a few Master's students who are interested in deferring, but the number of students is not significant to report.

Quinn said we are still offering accommodations to applicants. That includes an application fee waiver for our winter '21 and spring/summer '21 applicants. The fee will be reinstated for fall '21 unless that policy changes.

The GRE and TOEFL will continue to offer at-home solutions, with the exception of Iran. The Duolingo English test is new and we are permanently offering it in Graduate Admissions. It's completely online and very affordable.

At the beginning of the pandemic when we first went remote we suspended US Mail, but we are back picking up our mail from the office twice a month and we are encouraging applicants to submit information electronically and asking the academic units to share that information with applicants.

ALERT applications closed yesterday and we will no longer use that system. ALERT will be available as a resource, especially for deferrals. SLATE went live in February. We have worked closely with programs and faculty to onboard the new system. Virtual meeting and trainings started earlier this year for all faculty and staff. Graduate Admissions has created a quick reference guide and a virtual training course in Canvas.

The Dean then shared her concerns regarding enrollment. The dependence on international student enrollment is troubling, especially in the current environment because students cannot come to this country. We must make sure to bring in anyone who has the ability and wishes to be here, but we have to be careful that we're not putting all of our eggs in one basket. She also said it's been also troubling that in most meetings when we talk about the financial condition of the university, the declining enrollment at the graduate level is mentioned by others. Declining enrollment at the graduate level is a concern that we really need to focus on. Graduate tuition is expensive, especially in our professional programs. It is a revenue stream, but also remember that doctoral students cost a considerable amount of money to educate. She will ask Sherry to

keep us up to date on how things are going to ensure we are bringing in as many students as we can.

Report from the Graduate Council Academic Senate Liaisons

Beale shared some news items which occurred over the summer. She said it's a peculiar year because of the way the pandemic affected graduate education. She said shared governance was a key issue with central administration—in particular, respect for Academic Senate jurisdiction and interests under the Board of Governors statutes and in accordance with the collective bargaining agreement. She said there's been a continuing dialogue throughout the summer and it's taken quite a bit of time with President Wilson, but there has been progress. He has agreed to renew his one-on-one meetings with the President of the Academic Senate. He agreed to renew meetings of the Policy Committee and the President's Cabinet, which had been canceled while Lou Romano was still Academic Senate President. She said we are still dealing with questions of what is the role of consultation with the Academic Senate regarding broad University initiatives. President Wilson ultimately agreed to let the Senate appoint representatives to the various restart committees, except for the Finance Committee. The Senate President has traditionally served on that committee. It was disappointing that President Wilson still did not consult with the Senate when he created the Social Justice Action Committees. After the fact, when the Senate pushed, he did allow the Senate to select its Senate representatives to those committees. She said the Policy Committee are still dealing with that sort of push and pull about what is the appropriate jurisdiction of the Senate. She noted the President has at some points presented a very narrow view of that and about what he calls his "prerogative" to have as many of his own personally selected faculty members (that he calls faculty "representatives") as there are Senate reps on any committee. This in spite of the Board of Governors statute, which says that the Academic Senate is the institutional voice of the faculty and academic staff. The discussion is therefore ongoing, but some progress has been made.

She next discussed the University's budget. There have been many concerns about first the state potential clawback of budgetary appropriation amounts from this current fiscal year, which ends September 30th and the potential for significant reductions in the new fiscal year. One piece of good news is that the state did not clawback from FY '20. That could have been \$10-20 million additional that the University would have to come up with. What the budget will be for the next year is still not determined, she noted. The Michigan Senate and House are apparently getting close, trying to come up with a budget before October 1st and trying to protect higher education. What that will mean for Wayne State University is not yet clear. Nonetheless, she said a budget is being presented to the Board of Governors at the September 25th meeting that makes up for what is stated to be a \$27 million deficit in terms of revenues versus uses. That \$27 million deficit includes a good bit of money for a financial aid deficit—apparently, from not allocating funding for the Kickstart program and various scholarship programs (including Heart of Detroit and MedStart). She reported that OVPR was supposed to take care of a payment to Karmanos Cancer Institute of about \$1.3 million out of the OVPR

budget, which was arranged when Wayne State made a deal to account for Karmanos research within our research statistics. Including the research numbers was obviously a good result: it is not an actual increase in research, but it makes Wayne State's statistics look better in terms of R1 standing. So part of the budget deficit of \$27 million is central administration additional funding of \$1.5 million for OVPR. OVPR has had increased funding most years and gets a considerable amount of indirect cost recovery funding. The Budget Planning Council has been rather critical of the sort of slipshod accountability there in terms of what it does and how successful it is in supporting the grant accounting and other work that OVPR does.

The current planned budget reductions will result in an average of a 5% cut to schools and colleges as overall enrollment is slightly down. It may be higher once we know our FY ,21 state appropriation. Regrettably, that tends to come a good bit out of school and college support. The cost of educating PhD students and the fact that our graduate enrollments have declined is concerning. She said we need deans from each of schools and colleges who understand the importance of the doctoral programs for research universities and R1 status. Innovation is needed to support those costs because certainly PhD students are more costly—they tend to be in smaller classes taught by senior professors and have additional lab and research costs.

The costs of educating PhD students is an important piece of this budget issue and one that we all need to focus on. Some people say PhD students should be supported on grants, but we don't have grants for GTA funding, so it comes from other sources. She noted that not all of the areas in which we have important PhD programs get significant grant funding. It's important that the university continues to understand and support graduate education because it's so key. Johnson asked Beale if she has seen a list of the individual budget reductions for the schools and colleges in terms of their percentages. She has not, but should receive the Board budget book on September 18th. She hopes the budget book is shared with the Academic Senate Budget Committee.

Beale added that the Policy Committee discusses the importance of doctoral education and noted Dean Hartwell has said she will focus on master's programs and not PhD programs. Perhaps it's a threat to try to make it look like it's really important for the central administration to make sure you don't cut a S/C too much, but it's worrisome to have those things stated, Beale said. Master's programs bring in the bulk of our students and they bring in a substantial amount of revenue. Beale noted she has a strong commitment to masters programs and master's level education but we have to have a broad view of graduate education including masters and doctoral programs.

The Dean said she is trying to wrap her brain around the division between PhD and master's and how the programs are run at the college level for the masters. She is trying to understand where the Graduate School fits into supporting master's education. She'll be reaching out and asking questions about what our role is and making sure that we're doing what we're supposed to be doing in that domain.

Sherry Quinn announced that we are scheduling another virtual graduate open house on October 14th and notifications have gone out to the academic units. She asked the Council to

let her know if their departments would be participating. The Dean mentioned that commencement is already upon us for fall and we are arranging for a graduate commencement. More details will be available at the next meeting. Sharon Lean announced that the professional development series started this week and we had some fantastic graduate students from all types of graduate programs. We did a word cloud with them at the beginning and the terms were largely positive and optimistic.

*A motion was made to adjourn the meeting and seconded. The motion was approved.
The meeting adjourned at 3:36 p.m.*

Respectfully submitted,

Mary E. Wood
Program Director, Graduate School