

Meeting of February 17, 2010, 2:00 p.m.
Adamany Undergraduate Library, Community Room

Agenda

I. Approval of Minutes: January 20, 2010*

II. Report of the Chair

III. Graduate Council Committee Reports

- A. Executive Committee
- B. New Programs Committee
- C. Academic Standards Committee
 - 1. Motion to Increase HPA Requirement for Admission*
- D. Scholarly Communication Committee/Graduate Exhibition

IV. Old Business

- A. Course Repeat Policy*
- B. Enrollment Management Committee*

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

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**Minutes of the
Regular Meeting of February 17, 2010
2:00 p.m., Adamany Undergraduate Library, Community Room**

Members Present: A. Butler, J. Davis, K. English, A. Feig, M. Garrett, J. Green, D. Haase, B. Li, A. Mathur, J. McComish, M. Neely, R. Pauley, A. Santiago, L. Schwiebert, R. Sundick, J. Thomas, K. Thompson, C. Waites, M. Wardell, C. Winston, Y. Xu, J. Yoon

Members Absent
with Notice: J. Casida, M. Clark, M. Grimm, S. Ilmer, G. Mao, M. Mougoue, D. Onolemhemen, S. Peters, D. Pitts

Members Absent: L. Baker, L. Beale, A. Duggan, T. Edwards, J. Stoltman, A. Yaprak

Also Present: T. Butler, C. Barduca, F. Giblin, A. Hudson, M. Wood

The meeting was convened at 2:05 p.m. by the Chairperson, Dean Wardell.

I. REPORT OF THE CHAIR

Dean Wardell reported on the new on-line admission application that C & IT has been developing for Graduate Enrollment Services. It is a very flexible system that allows the tailoring of the application to the requirements of each program. Some programs have volunteered to pilot the system, and all programs will be asked to provide their admission requirements during March so the customized applications can be developed. Training on the new system for Graduate Directors will begin in April. The go-live date is August 1. A system for communicating with prospects, applicants and admitted students will link to the application system.

He also reported on the allocation of the University Graduate Research Fellowships. Twenty-four applications have been received, 19 processed and 12 awarded. He encouraged units to submit applications. With regard to the Graduate Exhibition, he said 40 students have registered to present posters; there is room for 100. More judges are needed; he encouraged members to volunteer. He noted that there are 3,000 WSU PhD graduates living in the tri-county area, and they will be invited to the Exhibition and to serve as judges as well.

II. APPROVAL OF MINUTES

MOTION was made, seconded, and passed to approve the minutes of January 20, 2010, with the notations that Kirsten Thompson was absent with notice and that Andrew Feig replaces Arthur Suits as a CLAS representative for the Winter Semester.

III. GRADUATE COUNCIL COMMITTEE REPORTS

A. EXECUTIVE COMMITTEE

Professor Garrett reported that in addition to bringing forward some of the items on today's agenda, the Committee discussed a proposal from the Academic Standards Committee to raise

the criteria for Graduate Faculty appointments. The Executive Committee was in agreement with the Academic Standards Committee's proposal but, finding it difficult to implement, returned the proposal to the Academic Standards for exploration of broader issues involving Graduate Faculty appointments.

A second issue was a recommendation to form a committee that would undertake a comprehensive review of PhD procedures and policies to determine where changes should be made, rather than attempting changes piecemeal. For example, technology advances have made it possible to have dissertation committee members present at the defense virtually, but there is no policy regarding such defenses. Graduate Directors and PhD candidates would be included in the committee; the Dean of the Graduate School will chair it. After a brief discussion, Jean Davis and Andrew Feig volunteered to serve on the committee.

B. NEW PROGRAMS COMMITTEE

Dean Wardell reported that the Committee has reviewed several proposals. A main item has been an Accelerated Master's Program (AMP) proposal that streamlines the existing AGRADE program. It provides academically talented WSU undergraduates the option to enroll in a joint undergraduate/graduate degree program and earn both degrees, typically in five years. The program would admit seniors provisionally to the graduate program and allow them to count a limited number of graduate credits toward both the undergraduate and graduate degree. It should appeal to Honors College and McNair students. Current AGRADE programs will be migrated into AMPs. A brief discussion followed.

The Committee has also approved an admissions moratorium on the Master of Education in Counseling program and a proposal for a Bridge Graduate Certificate program in Engineering Management, which will go forward to the Provost for approval. In addition, the Committee reviewed two proposals for Pediatric Nurse Practitioner Graduate Certificate programs, one in Acute Care and the other in Primary Care and provisionally approved them, pending response to Committee concerns.

C. ACADEMIC STANDARDS

Associate Dean Mathur reported that the Committee recommended the change in the graduate admission GPA unanimously: increase the minimum for Regular from 2.60 to 2.75 and increase the range for Qualified admission from 2.25 – 2.59 to 2.50 – 2.74. The recommendation does not apply to doctoral students since a 3.00 GPA is the minimum already, and Qualified admission is not available to doctoral students.

MOTION was made, seconded, and passed to approve an increase in the minimum GPA required for Regular graduate admission from 2.6 to 2.75 and in the range for Qualified admission from 2.25 – 2.59 to 2.50 – 2.74.

This motion has to go to the Board of Governors because it amends a Board statute and will become effective, if the Board approves it, probably in the Fall Semester.

D. SCHOLARLY COMMUNICATION COMMITTEE/GRADUATE EXHIBITION

Associate Dean Mathur reported that the first workshop in the Scholarly Communication series, abstract preparation, was very successful. The next workshop, on February 19, will be on poster preparation, and the others in the series are: developing the literature review, editing and proofreading, and avoiding plagiarism. In the summer, there will be a fellowship writing boot camp. The Graduate Exhibition has received 42 student abstracts across disciplines and 38 volunteers as judges. Both the abstract submission and volunteering processes are online. The abstract submission deadline has been extended to March 1.

IV. OLD BUSINESS

A. COURSE REPEAT POLICY

Associate Dean Mathur reported that the Academic Standards Committee examined the procedure for limiting the number of times a student may repeat a course, as a result of an October, 2009 Graduate Council action. At that time, the Council rescinded its policy that allowed two course repeats and instead, transferred to units the decision on the number of repeats they will allow. The Council discussed the effects of that action and the ways repeat limits could be enforced. The issue was sent to the Academic Standards Committee for further exploration. The Academic Standards Committee examined the issue and concluded that restricting students to one registration per course would provide the best way to monitor and mentor students who need to repeat courses. Units would be able to enforce their repeat policies by the number of registration hold overrides they provide to a student. Members noted that larger units could be asked to supply a lot of overrides, but this system would provide an opportunity to identify, monitor and counsel marginal students.

MOTION was made, seconded, and passed to approve the following course repeat enforcement policy:

Graduate students will be restricted to one registration per course through the Banner student information system. The registration system will prevent students from registering for the same course a second time. Programs will have control over the number of courses they allow their graduate students to repeat through the number of registration hold overrides they provide to students. The unit's course repeat policy should be made available to its graduate students.

B. ENROLLMENT MANAGEMENT COMMITTEE

Professor Garrett noted that the Executive Committee had recommended to the Council that the Enrollment Management Committee be dissolved because its functions in recruiting and retention are duplicative of several existing university-wide committees. However, the Council returned the recommendation to the Executive Committee for further examination. The Executive Committee explored the Enrollment Management Committee functions and recommended that it be changed to an *ad hoc* committee that focuses on student issues.

MOTION was made, seconded, and passed to change the Enrollment Management Committee in the following ways:

The name of the Enrollment Management Committee will be changed to the Student Academic Development Committee. The Committee will be converted from a standing to an *ad hoc* committee of the Graduate Council. It will address a variety of student issues as these arise and may draw its members from both within and outside the Graduate Council.

V. OTHER REPORTS

A. GRADUATE ENROLLMENT SERVICES OFFICE

Dr. Wood reported that Spring/Summer applications are level, Fall applications are up 12% and admissions are well above last year. He also reported on progress in the conversion to document imaging and electronic application processing. Four colleges have converted – Business, Education, Engineering and Social Work – and he will work on conversion of the rest by Summer. The electronic Admission Action Sheet is almost ready, and with that, the whole admission process will become paperless. In addition, students will be notified of their admission decision electronically. A Graduate Open House will be held in conjunction with the Graduate Exhibition on

March 28, 1:00 – 4:00 in McGregor. The admission application fee will be waived for students who attend the Open House.

B. RESEARCH OFFICE LIAISON

Dr. Giblin reported on current funding opportunities and upcoming seminars from the Research Office. A Faculty Competition for Post-Doctoral Fellows has been created to enhance faculty productivity and help attract post-doctoral fellows. It will provide funding up to \$30,000 to support a post-doc, with a match required. Another opportunity is the University Research Corridor's competition for \$60,000 in funding for organizing and developing an interdisciplinary, inter-institutional research symposium. The deadline is March 21. The Bridge Funding Program provides support to PIs while they re-establish external funding; deadline is March 15. Upcoming seminars in the Professional and Academic Development series include "How to Communicate Your Research beyond Academia" on March 12 and "Opportunities for Careers beyond Academia" on April 23. She noted that industry and business leaders look for business and communication skills in addition to a doctoral degree. Dean Wardell added that certificate programs should be developed to provide graduate students with such additional skills.

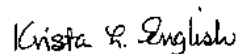
C. UNIVERSITY LIBRARIES LIAISON

Anne Hudson reported that the Library System is working on a comprehensive review of its journal collection this semester to assure that journal purchases are aligned with academic needs. The Library System is trying to contact all departments to find out whether the journal collection is appropriate to them. She encouraged members to contact their library liaison to provide input. The Library System is also engaged in outreach to departments, by disciplinary groupings, to make them aware of the services and resources available from the Libraries. They will hold meetings with faculty and then with graduate students.

VI. ADJOURNMENT

The meeting was adjourned at 3:10 p.m.

Respectfully submitted,



Krista L. English
Secretary of the Graduate Council