



**WAYNE STATE
UNIVERSITY
The Graduate Council**

Wednesday, February 21, 2018
David Adamany Undergraduate Library, Community Room
2:00-3:30 p.m.

Agenda

I. Approval of Minutes*

II. Report of the Chair

III. Old Business

- A. Proposal to Change the Prospectus Submission Timing*

IV. New Business

- A. Discontinuance of Radiologist Assistant Studies Program*
- B. Changes to the Graduate Bulletin
- C. Graduate Directors Meeting

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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Minutes of the Regular Meeting of The Graduate Council, held on February 21, 2018 at 2:00 p.m., in the David Adamany Undergraduate Library, Community Room

Members Present: E. Ash, D. Baker, L. Beale, J. Beaudoin, N. Bhavnagri, A. Billings, K. Blakeney, C. Chow, S. Chung, M. Clark, H. Dillaway, J. Erst, S. Firestine, F. Hopp, P. Johnson, L. Keashly, S. Lean, T. Leff, S. Ng, B. Pogodzinski, L. Romano, J. Rothchild, D. Schutte, C. Sokol, T. Stemmler, E. Troffkin, X. Zhang

Members Absent

With notice: A. Basu, M. Campbell, J. Duchan, J. Pruchnic, P. Samuel, M. Shekhar, J. Smith-Darden, C. Tan

Members Absent: S. Aboulhassan, P. Beavers, R. Benkert, A. Cano, P. Dubinsky, L. Hazlett, H. Heng, P. Lucarotti, A. Vallerand, D. Walz

Also Present: S. Borland, P. Frade

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 January 17, 2018 with revisions stating that chemistry has moved the prospectus to the third year.

II. REPORT OF THE CHAIR AND OLD BUSINESS

A. Proposal to Change the Prospectus Submission Timing

III. NEW BUSINESS

- Dean Mathur reported that the Graduate School budget hearing is February 22nd.
- MOTION was made, seconded, and passed to approve the discontinuance of the Radiologist Assistant Studies Program.

A. Changes to the Graduate Bulletin

- Dean Mathur reported that the Graduate School section of the bulletin has been updated with all the new policies and procedures that have been

approved by the Graduate Counsel. Other standing policies have been edited and the bulletin now reflects the current Graduate School policies.

- The 2016-2017 annual report has been published and posted on the Graduate School website after review by Dean Mathur and the associate deans. The electronic version was also emailed to key Graduate School stakeholders.

B. Graduate Directors Meeting

- Dean Mathur reported that the next meeting will be held in April. The agenda will include input and information from the Graduate Council.
- Dr. Sharon Lean reported on planning a training session for new Graduate Directors and a refresher for current Graduate Directors.
 - The training will incorporate:
 - a. Data access
 - b. Data ownership
 - c. RCR course
 - d. Annual Reviews
 - e. IDP
 - f. Prospectus Approval
 - g. GPPD/Micro-credentialing
 - h. Assessment
 - i. New recruitment (open house)
 - Dr. Eric Ash suggested that the training for the new Graduate Directors would be best if offered in August at the fall meeting.
- Dr. Sharon Lean added that the Graduate School website is a good tool to push to prospective applicants.
- Dr. Steven Firestine suggested introducing issues like academic misconduct.
 - This would include procedural guidance for dealing with DOSO.
 - Dean Mathur brought up the GEOC contract and related guidelines about when to reach out to CAPS/DOSO.
 - Dr. Loreleigh Keashly suggested creating a list of FAQs and brainstorm issues to address.
- Dr. Sharon Lean agreed to provide feedback to Executive Committee.
 - All agreed to reach out to colleagues for any additional input.

IV. COMMITTEE REPORTS

A. Executive Committee

- Dr. Sharon Lean reported on the committee meeting that was held on the 5th of February.
- The Executive Committee agreed that the 18 month time period for prospectus submission is the right amount of time.
 - There was no feedback from the email sent to the Graduate Council and the change has been incorporated. There is no vote required.
 - Dr. Heather Dillaway asked for logistics in regard to the extension process and whether there would be an extension form or a hold in

place. Dr. Lean responded that it would be a simple extension process. No form has been created yet as details regarding IRB approval haven't been answered yet.

- Dr. Heather Dillaway asked about the look and content of the form. Dr. Lean responded that the new form would be simpler and require fewer signatures.
- Dr. Sharon Lean reported that the Graduate and Postdoctoral Symposium alumni panel was discussed. Panelist shared highlights from their graduate school and post graduate experiences.

B. New Programs Committee

- Associate Dean Annmarie Cano reported that five programs were reviewed.
 - Mathematics concentrations in arts and teaching
 - Social work certificates
 - PHD/MS changes in sociology
 - A dual title in urban sustainability is also being requested by the biology department.

C. Academic Standards Committee

- Dean Mathur reported that Dr. Andrew Feig is no longer with the Graduate School.
- The data office is not sustainable in the Graduate School. All data will be provided by Research and Analytics. Any notification will come from the Graduate School. The IDP process and annual reviews will remain the same.

D. Graduate Admissions

- Deirdre Baker reported that the spring/summer semester applications are down by 8%. This year 1096 applications were received compared to 2167 last year. Admissions have declined by 13%, with 37% percent of applicants admitted compared to last year's 45%.
- The fall 2018 applications are down by 13%, along with a 16% decline in admitted students.
- Dean Mathur reported that the diversity recruitment weekend has extended the deadline until February 28th as only two applications were received.
 - Associate Dean Annmarie Cano supports the Graduate School paying for the program and encouraging proposals from Master's to PhD Students with a goal of recruiting 30 students to graduate study.

E. Graduate Council Academic Senate Liaisons

- The Curriculum and Instruction Committee was meeting at the same time as the Graduate Council. Their agenda consisted of how to address academic misconduct, including issues with technology and cheating.

F. Academic Senate

- Dr. Lou Romano reported a research funding decrease of \$10 million.
 - The NIH funding is up and the NSF funding is down.

- During 2010-2016 there was an increase of \$60 million and it only increased the university by one rank.

G. Budget Committee

- The committee reported that the university head count is down 1.4% but credits are up 1%. The current prediction is a 1.275% increase overall.

V. ADJOURNMENT

The meeting was adjourned at 2:43 p.m.

Respectfully submitted,

Cindy Sokol

Manager of the Graduate Council