

Meeting of April 20, 2:00-3:30 p.m.
Adamany Undergraduate Library, Community Room

Agenda

I. Approval of Minutes: January 20, 2016*

II. Report of the Chair

III. New Business

- A. Proposal for the Discontinuance of the Graduate Program in Molecular and Cellular Toxicology*
- B. Discontinuance of Engineering Management Bridge Certificate*
- C. Proposal to Change the Name of Instructional Technology*
- D. Discontinuance of Eight Master of Education Majors in Teacher Education and the Joint Degree in Social Studies Education-Secondary and History*
- E. Proposal to Establishment a New Program for the Master of Education with a Major in Teaching and Learning*
- F. Proposal for Transition from the Bachelor of Science in Pathologists' Assistant to the Master of Science in Pathologists' Assistant*
- G. Discussion and Vote on Requirement of a Regular Graduate Faculty Appointment to Serve on Graduate Council ([see Bylaws](#))
- H. Election of Executive Committee, 2016-2017*

IV. Committee Reports

- A. Executive Committee
- B. New Programs Committee
- C. Academic Standards Committee
- C. Graduate Admissions
- D. University Libraries Liaison
- E. Academic Senate Liaison

V. Adjournment

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**Minutes of the
Regular Meeting of April 20, 2016
2:00 p.m., Adamany Undergraduate Library, Community Room**

Members Present: E. Ash, A. Biswas, K. Braunschweig, A. Cano, R. Chinnam, M. Clark, H. Dillaway, S. Firestine, W. Gibson-Scipio, C. Giurgescu, J. Green, H. Heng, L. Keashly, S. Lean, J. Martin, A. Mathur, S. Ng, D. Onolemhemhan, P. Samuel, C. Sokol, T. Stemmler, D. Walster, A. Yaprak, D. Yingst

Members Absent with Notice: J. Beaudoin, R. Benkert, S. Brown, C. Chow, J. Duchan, J. Dunbar, A. Feig, K. Paesani, J. Pruchnic, S. Terlecky

Members Absent: S. Abramowicz, L. Beale, P. Beavers, C. Bell, D. Dungee-Anderson, B. Haynes, M. Kavdia, J. Rothchild, A. Vallerand, D. Walz

Also Present: D. Baker, K. Chelst, M. Ferreira, P. Frade, Y. Ho, L. Romano, T. Spannaus

The meeting was convened at 2:07 p.m. by Dean Ambika Mathur.

I. APPROVAL OF MINUTES

MOTION was made, seconded, and passed to approve the minutes of January 20, 2016.

II. REPORT OF THE CHAIR

A. Budget Hearings

- Dean Ambika Mathur reported that the Graduate School budget hearing has taken place and the Graduate School was the first to be reviewed. The hearing included the President, Provost, Vice President for Research, L. Romano from the Policy Committee, and S. Firestine as chair of the Executive committee representing the Graduate School. Based on enrollments, state appropriations, etc. a deficit is being projected. The Graduate School has been asked to consider a .75% reduction. Depending on what the Board of Governors approves there may be an additional reduction.
- Dean Mathur explained that the reduction would come from the operating budget in order to not affect student awards and funding.
- Dean Mathur reported that Graduate enrollment continues to increase, but the Graduate School does not see any tuition funds from enrollment as it goes into the general fund.

B. Appointment of New Provost

- Dean Mathur discussed the appointment of the new Provost, Dr. Keith Whitfield from Duke University. Dr. Whitfield is a professor in Psychology and also in Neuroscience. He will be a professor in the College of Liberal Arts and most likely a joint appointment in the School of Medicine. His research is in the area of aging gerontology which fits in very nicely with the Institute of Gerontology as well. Dr. Whitfield is very supportive of graduate education.

C. Graduate and Postdoctoral Research Symposium

- Ms. Cindy Sokol reported that there were 145 poster presentations and 43 awards were given to master's students, doctoral students and postdoctoral fellows. There were four students that presented in the 3MT competition and one award was provided.

D. Regular Graduate Faculty Appointments

- Dean Mathur reported that an issue addressed in the Policy Committee was a request to re-open the graduate faculty criteria so that faculty could provide input in terms of what is the discipline's specific requirements. Three years ago there was a requirement of one publication or its equivalent, it is understood that not all disciplines have publications, but all disciplines do require some scholarly output. Three publications in a science field might equate to one book in the humanities. Plenty of opportunity was given to deans, chairs and faculty to provide input on what fields consider equivalent output from programs. Currently there are questions regarding the requirements. Another message will be sent to faculty allowing a three-month period in which faculty can provide discipline specific information to the Graduate School for review. The number of denials of graduate faculty appointments has not gone up since the requirement was one publication every four years.
- Dr. Lou Romano stated that there are many graduate faculty appointments getting denied at the Dean's Office and not even being forwarded to the Graduate School for approval. Also, many faculty are refraining from submitting appointment or renewal forms because of what is being viewed as strict requirements.
- A representative from the College of Nursing asked if faculty on the clinical track that have a PhD would be considered for a regular graduate faculty appointment.
- Dean Mathur responded that certainly faculty hired on the clinical track could be approved for a regular graduate faculty appointment.

E. Regular Graduate Faculty Appointments and Graduate Council

- Dean Mathur continued the discussion about regular graduate faculty appointments being required to serve on the Graduate Council. There has been discussion about allowing departments with terminal master's degrees to serve on the graduate council.
- Dr. Loreleigh Keashly stated that this would be beneficial for the College of Fine, Performing and Communication Arts since the College has faculty with MFA and MM degrees.
- Dean Mathur stated that making the change would require amending the bylaws and since this is the last meeting the vote to amend the bylaws will be electronic.
- Dean Mathur reported that the mentoring awards were also changed to allow faculty that do not have a regular graduate faculty appointment to be nominated.

F. Executive Committee 2016-2017 Elections

- Dean Mathur reported there are three nominations in so far for the election.
- Ms. Sokol reported that three people have been nominated and asked for additional nominations. No nominations were made and it was stated that the nomination would remain open for one week via email and then an electronic vote would occur.

III. NEW BUSINESS

A. Discontinuance of Engineering Management Bridge Certificate

- Dr. Ken Chelst, Director of Engineering Management programs reported that the department has a 42 credit master's program and the idea of the bridge certificate was to encourage engineers to take the shorter program. The program has averaged less than one student per year. There is no demand for the program, therefore the request for the discontinuance.

- The motion to approve the discontinuance of the Engineering Management Bridge Certificate was made, seconded and approved.
- B. Discontinuance of the Graduate Program in Molecular and Cellular Toxicology
- Dr. Ye-Shi Ho presented that the 2011 program review self-study rated the program as not competitive. At that time four of the students in the program went to the PhD program in Pharmacology and the last student that continued in the program graduated last year.
 - The motion to approve the discontinuance of the graduate program in Molecular and Cellular Toxicology was made, seconded and approved.
- C. Proposal to Change the Name of the Instructional Technology
- Dr. Tim Spannaus reported that the department has operated under the name of Instructional Technology for the last 50 years and during that time the understanding of the term “IT” has changed, therefore Instructional Technology is often confused with Information Technology.
 - Dr. Spannaus also stated that the discipline has also changed.
 - Dr. Spannaus reported that in the search for a new name the program reviewed other institution’s programs as well as surveyed students who read the description of the program and picked from a list of names. The name that is being proposed is Learning Design and Technology.
 - The motion to approve the name change from Instructional Technology to Learning Design and Technology was made, seconded and approved.
- D. Discontinuance of Eight Master’s of Education Majors in Teacher Education and the Joint Degree in Social Studies Education-Secondary and History
- Dr. Maria Ferreira from the Science Education program presented that there is Master’s of Education in each of the endorsement area in which teachers get certified. A few years ago the legislature passed a law that teachers no longer need a master’s degree in order to get a provisional teaching certificate, therefore there was a large decrease in enrollment in the master’s program. In order to consolidate resources and to use the expertise of the faculty, discontinuing the eight of the twelve majors in the degree program is essential.
 - The proposal is to discontinue the eight majors and have one degree with a single major in Teaching and Learning.
 - The motion to approve the discontinuance of the eight majors in Teacher Education and the Joint Degree in Social Studies Education-Secondary and History was made, seconded and approved.
- E. Proposal to Establish a New Program for the Master of Education with a Major in Teaching and Learning
- See above discontinuance.
 - The motion to approve the new program of Master of Education with a major in Teaching and Learning was made, seconded and approved.
- F. Proposal for Transition from the Bachelor of Science in Pathologists’ Assistant to a Master’s of Science in Pathologists’ Assistant
- Dr. Peter Frade reported that the Pathologists’ Assistant program has been an undergraduate program for 27 years and has been highly productive and highly regarded across the United States, however all other programs are at the graduate level.
 - The accrediting agency mandates that the program be a graduate level program by October 31, 2017 when the accreditation is up. The agency has stated that the courses being taught are already master’s level and the program should be transitioned. A lapse in the accreditation will be a disadvantage for students as they would not be allowed to sit for the certification test.
 - The program has an increasing number of applicants that already have a bachelor’s degree. The program has about 40-60 applicants for the 12 spots. There are currently 24 students in the 2-year program. If affiliate sites can be increased then the number of spots in the program could also increase.

- The transition will maintain the prestige of the program and will increase revenue and tuition dollars.
- The content of the course work will change to meet graduate standards and one additional full-time faculty member will be added.
- Associate Dean Howard Normile added that discussion with the Budget Office have occurred and Dr. Frade has done a good job identifying the needs.
- The motion to approve the transition of the Bachelor of Science in Pathologists' Assistant to a Master's of Science in Pathologists' Assistant was made, seconded and approved.

IV. Committee Reports

A. Executive Committee.

- Dr. Steve Firestine reported the committee did not meet since the last Graduate Council meeting.
- Dean Mathur added that since the Executive Committee's task is to come up with agenda items and the Graduate Council agenda was full of new programs, the committee did not meet.

B. New Programs Committee.

- Associate Dean Annmarie Cano reported that the committee met in March and reviewed revisions for eight programs in eight different schools/colleges. The committee met in April and reviewed four proposals from the College of Education and one from the School of Library and Information Sciences.
- Associate Dean Cano mentioned that starting June 1st all new program and program revision proposals will require assessment information be included much like the undergraduate level. The mission statement, a curriculum map, etc. will be necessary. Information will be updated on the Graduate School proposal website.
- Dean Mathur stated that even though the Higher Learning Commission accreditation is on 10 year cycles, program outcomes will be evaluated yearly. Assessment information will need to be available for the 2017 accreditation.

C. Academic Standards

- In the absence of Associate Dean Feig, Dean Mathur reported that the Committee worked on Graduate Faculty denials and the appeal process. The process worked well for the cases reviewed.
- Dean Mathur also reported that the Committee has been charged with reviewing graduate student appeals after they have been denied by the Graduate School Dean's Office, as needed.
- Dr. Ratna Chinnam added that the Committee worked on a guidance document for dismissing students in the early stages of the doctoral program.

D. Graduate Admissions

- Ms. Deirdre Baker reported that Spring/Summer applications for 2016 are up about 9% and about 12% for admits. Fall 2016 applications were up about .2% and admits are up about 7-8%

E. University Libraries

- No report.

F. Academic Senate Liaison

- Dr. Romano added additional information about the budget cuts stating that it is not clear if the President will be able to convince the Board of Governors to increase the tuition rates as

high as the State recommends. It has been presented by the Budget office that enrollments should be better than in past years.

- Dr. Romano reported that the School of Medicine budget situation discussions are still ongoing and that a result will be reduce the number of faculty starting with those that are unproductive in regards to funding. It is believed that if a faculty member is unproductive that he/she could have tenure revoked. The faculty and union disagree. Approximately 30 faculty have been targeted.
- Dean Mathur stated it is unclear how this will affect Medical School teaching since many of these faculty members do a lot of teaching and that is not being taken into account.
- Dr. Romano stated that a negotiation took place between Dr. Hefner, the Dean of the School of Medicine and department chairs and the result is that letters will be going out to the effected faculty members.
- Dr. Doug Yingst commented that the procedure that outlined by Dr. Romano between the consultation between Hefner and the dean and the chairs did, in fact, occur. However, one might assume that that was systematic, thorough and accurate, and in fact there's ample evidence that that was not the case. The extent to which chairs effectively presented the teaching efforts of their faculty varied by chair. The information that the dean's office had in many respects was completely inaccurate, and they did a very incomplete job of fact-checking. Of concern to this body is that they didn't consider graduate education at all. Supposedly present at each one of the hearings with the faculty, Matt Jackson, who is in charge of undergraduate medical education in the first two years was present. But there was no consideration at all given for any time spent in graduate teaching, graduate responsibilities, training of graduate students, and so forth.
- Dr. Romano reported that there are things happening in housing at the University. Two new apartment-style dormitories will be added, Chatsworth is being renovated and DeRoy will be torn down.
- Dr. Romano discussed that the Faculty Emeritus status procedures have been changed. The decisions will now be made by the faculty or executive committee of the department instead of the Dean of the College.

VI. ADJOURNMENT

The meeting was adjourned at 3:32 p.m.

Respectfully submitted,

Cindy Sokol
Manager of the Graduate Council