

GRADUATE COUNCIL MINUTES

October 10, 2007

Approved: February 13, 2008

Present: Tom Blume, Dave Downing, Jacqueline Drouin, Lisa Hawley, Frances Jackson, Paul Licker, Mildred Merz, Meir Shillor, Mohamed Zohdy

Absent: Zissimos Mourelatos, Joseph Shively

Guests: Christina Grabowski, Beth Kraemer, Frank Lepkowski, Lisa Reeves, Mary Stein

Staff: Julie Delaney, Lynette Folken, Eilene Lohmeier,

I. CALL TO ORDER

The meeting was convened at 2:12 pm by D. Downing, Chair.

II. APPROVAL OF MINUTES

D. Downing entertained a motion to approve the April 18, 2007 minutes. MOTION made by L. Hawley to approve the April 18, 2007 minutes as presented. SECONDED by M. Shillor and PASSED without corrections.

III. REPORT FROM THE CHAIR

- D. Downing welcomed P. Licker, School of Business and Public Administration, and J. Drouin, School of Health Sciences, as new members of Graduate Council.
- Faculty and staff were thanked for another very successful Graduate Open House held on October 9. Results: 254 attendees and 210 submitted applications.
- Web CAPP is now active for students in all programs at the undergraduate and graduate level. This comprehensive degree evaluation tool allows students to access information needed for academic planning and evaluation of options relating to course study/degree. Additionally, it has the ability to create “what if” scenarios for different degrees that a student may be considering. Web CAPP has posted over 2000 hits with anticipated growth. A campus-wide broadcast was emailed to students, and a post card will be mailed providing the following instructions on how to access gain access:

1. Access **SAIL**

2. Select **Student Services and Financial Aid**

3. Select **Student Records**

4. Select **Degree Evaluations**

In the future, Web CAPP will be available for faculty advisers doing interactive sessions with students. It has not been activated due to a problem with masking faculty adviser ID numbers on evaluations. Until this problem is resolved, students must either bring a copy of their degree

evaluation report to their advising meeting or produce a copy from the faculty advisor's office using their own login ID number. Faculty advisers will be notified when this tool is available.

- Oakland University has completed a comprehensive review of their administering of student financial aid to determine if it meets federal regulations. D. Downing alluded to a number of findings that will directly impact graduate education at Oakland University. Several policy issues relating to financial aid are expected to come before Graduate Council, for example, "P" grade definition and continuous enrollment for master's students.
- Graduate Admissions will conduct a student survey to determine the possible cause of declining enrollment at the master's level. The survey will address areas such as admitted students who have not registered for courses, tuition rates, a comparison of program credit requirements, and the effect of the State of Michigan's overall economy on enrollment.

IV. INFORMATIONAL ITEMS

a. International Baccalaureate Concentration

Lisa Reeves and Mary Stein from the School of Education and Human Services (SEHS) requested approval of a 20-credit International Baccalaureate (IB) course sequence as professional development and as a major dependent concentration attached to the M.Ed in Educational Studies.

The IB offers a continuum of high-quality education that encourages international-mindedness and intercultural understanding. It is accessible to students through a worldwide community of 2000 IB schools in 125 countries that share a commitment to international education. Its aim is to develop knowledgeable young people who are prepared to live, learn, and work in the changing global environment. The IB program is rapidly expanding and consists of three programs based on 3 year-olds to 19 year-olds: Primary Years Program (PYP), Middle Years Program (MYP), and Diploma Program (DP). The certificate (award) will be presented directly from the International Baccalaureate Organization (IBO) to the student upon completion of the program.

The IBO will be conducting a site visit in December 2007 and, once approved, Oakland University will be the first higher education institution to provide a complete Level 1 program in the U.S. The program at OU will target recent education graduates and current teachers from schools with an interest in the IB philosophy.

The Council was informed that the initial cohort of approximately 20 students will begin in Winter 2008. The 18-month program (January 2008 – May 2009) will consist of 10 courses (20 credits). In the meantime, teaching faculty are currently undergoing IB training and observing existing programs.

Council members were assured by the SEHS representatives that their Dean's office has committed support for possible faculty overload payments needed to initiate the program and that no additional library requirements are anticipated.

b. New Graduate Course – LIB 501, Information Literacy Course for Educators

D. Downing introduced Frank Lepkowski and Beth Kraemer from Kresge Library.

F. Lepkowski presented the new LIB 501 course which was offered as a continuing education course (during Summer 2007). The course was developed to target incoming freshmen lacking information literacy skills and to train practicing teachers on how to use information literacy principles in their content area of teaching.

To attract prospective teachers and to help refresh their instructional practice, Kresge Library would like to modify this course from a continuing education course awarding CEUs to a 1-credit graduate course.

V. UNFINISHED BUSINESS

D. Downing requested nominations for the open seat on the University Research Committee. M. Shillor will provide D. Downing with a nomination.

VI. NEW BUSINESS

a. Election of Graduate Council Officers

2007-2008 Graduate Council Officers were elected:

Vice Chair: J. Shively

Parliamentarian: F. Jackson

Secretary: E. Lohmeier

b. Proposed Policy: Transcript Requirements for Graduate Program Admission

Christina Grabowski, Graduate Admissions, presented a proposal requesting policy for provision of minimum transcript requirements for graduate program admission. Under the proposed policy, departments can determine, program-by-program, whether (1) they will require applicants to provide all post-secondary educational institutional transcripts from which the applicant either earned a degree or completed graduate level coursework beyond the bachelor's degree or (2) they will waive certain transcripts that are not needed to make a determination for admission. It was noted that under the proposed policy some programs will dramatically reduce the amount of paper-intensive waivers currently required on a case-by-case basis by minimizing the number of unnecessary transcripts.

C. Rammel reported that most colleges require a complete set of transcripts in order to identify students with academic issues. The concern was substantiated by other Council members.

P. Licker cautioned that the policy does not address “incomplete” grades in a course. Discussion ensued and additional changes to the policy were recommended.

D. Downing entertained a MOTION to approve the first reading. SECONDED and PASSED.

C. Rammel will revise the proposal and bring the proposal back to Graduate Council.

c. Format and Submission Guidelines for Doctorate Final Projects

The Graduate Study website currently provides format guidelines for dissertation, thesis and the Doctor of Science in Physical Therapy (DScPT) doctoral project but does not address guidelines for the new Doctor of Nursing Practice (DNP) project. F Jackson agreed that the existing DScPT guidelines could be used for the DNP project.

M. Zohdy expressed concern that the final written outcome of a doctorate program was a project rather than a dissertation. J. Drouin explained the differences between a professional doctorate (DScPT, DNP) and a Ph.D. and expressed concern about the members’ perception that a doctorate “project” is lesser than a dissertation. J. Drouin indicated that doctorate projects are comparable to dissertations and contribute to scholarly knowledge through publications.

A possible name change from “project” to “clinical project or clinical paper” was recommended. L. Folken cautioned that whenever human subjects are involved, IRB approval letters must be included in the dissertation, thesis, or doctorate project.

The guidelines will be updated and brought back to Graduate Council.

3. GOOD AND WELFARE

M. Merz reported that Kresge Library was hosting an art reception on the 2nd floor.

4. ADJOURNMENT

The meeting adjourned at 4:00 pm. The next meeting is scheduled for October 24, 2007 at 2:00 pm in 100 Kresge Library.