

## **MINUTES OF THE MEETING**

**May 12, 2004**

100 KRESGE LIBRARY

Approved:

**Present:** Ronald Sudol, Lisa Hawley, Vincent Khapoya, Krzystof Kobus, Kathleen Moore, Mildred Merz, Sherri Oden, Mohinder Parkash, Claire Rammel, Darlene Schott-Baer, Ishwar Sethi, Kris Thompson. **Absent:** No absences **Guests:** Donna Free, Tomas Giberson, Charles McGlothlin, Beth Marcoux, Toni Walters, Robert Wiggins **Staff:** Julie Delaney, Lynette Folken

### **Call to Order**

This meeting was convened at 2:04 p.m. by Ronald Sudol, Associate Provost.

### **I. APPROVAL OF MINUTES**

The MOTION to approve the minutes of March 14, 2004 and March 28, 2004 was made, Seconded and Passed, unanimously.

### **II. REPORT OF THE CHAIR**

Graduate Council Appointees to Research Committee Ron Sudol reported that Lawrence Lilliston, Department of Psychology, and Charles Marks, School of Health Sciences, will serve as Graduate Council appointees to the University Research Committee (URC).

### **III. OLD BUSINESS**

**Second Reading: MAT in Education Program Revisions** Robert Wiggins, at the behest of faculty, included a 4-credit elective in the secondary track to allow students to participate in collaborative action research. The secondary track is now 42 credits; the elementary education track is now 40 credits. MOTION was made, seconded and passed to APPROVE the proposed revisions to the Master of Arts in Secondary Education program. Mr. Wiggins concurred with Claire Rammel that the degree name should be changed to Master of Arts in Teaching. The degree will have two tracks, one in elementary education and the other in secondary education. Both must be included in the new graduate catalog. MOTION was made, seconded and passed to APPROVE the name change from Master of Arts in Secondary Education to Master of Arts in Teaching. **Third Reading: Doctor of Science in Physical Therapy (DScPT) Program Revisions** At the last meeting, Graduate Council requested a representative of the DScPT program appear at the May 12th meeting and report on how the proposed program changes will impact the existing budget. Based on the budget review provided by Beth Marcoux, the Council was comfortable with the proposed credit reduction to the program. MOTION was made, seconded and passed to APPROVE the proposed revisions to the Doctor of Science in Physical Therapy program.

### **IV. NEW BUSINESS**

**First Reading: Ph.D. in Reading Education Program Revisions** Toni Walters presented the proposed program changes which the Department of Reading and Language Arts believes will provide students with a significantly updated emphasis on research skills and experiences. The revised program will include existing doctoral core courses, a new research component and a new Reading and Language arts component, without a change to the existing number of credit

hours or a change in budget. Vince Khapoya asked about the inclusion of PSY 590 in the Reading and Language Arts core component. Ms. Walters replied that although students can take either PSY 590 (Seminar: The Psychology of Reading) or RDG 708 (The Psychology of Reading and Language Arts), students are taking RDG 708. Mr. Khapoya suggested that if PSY 590 is not being offered by the Psychology Department, it should be dropped from the Reading Education program. Ms. Walters agreed to drop PSY 590 from their catalog. Ishwar Sethi recommended that “Introduction” be dropped from the course titles for RDG 709 (Introduction to Critical Inquiry in Reading and Language Arts) and RDG 710 (Introduction to Educational Research in Reading and Language Arts) and suggested that use of the word “introduction” at Ph.D. level is inappropriate. He suggested changing the current course titles to Critical Inquiry in Reading and Language Arts I and II. Ms. Walters agreed to the modification in title.

MOTION was made, seconded and passed to WAIVE the second reading.

MOTION was made, seconded and passed to APPROVE the proposed revisions to the Ph.D. in Reading Education program, contingent upon revisions. First Reading: Master of Accounting Program Revisions Presenting for the School of Business Administration, Donna Free stated that the faculty proposes that the Master of Accounting program be changed from a 33-credit hour minimum requirement to a 30-credit hour minimum. The only students who will be affected are students who already have a Bachelor’s in Accounting; other students will still need 33 to 57 credit hours. These changes are being requested to remain competitive with Master of Accounting programs at other universities, e.g., Michigan State University and Wayne State University. The proposed changes include the addition of some new courses, an increase in the required accounting and business courses, and the requirement that a student without a business undergraduate degree must take more courses (57 credits versus 54). There were no budget implications reported. Mohinder Parkash commented that the proposed changes would improve both the quality of the program and confidence about enrollment.

MOTION was made, seconded and passed to WAIVE the second reading.

MOTION was made, seconded and passed to APPROVE the proposed revisions to the Master of Accounting program. First Reading: Master of Science in Safety Management Program It was agreed by Graduate Council to proceed with the first reading of this new degree proposal so the department could respond to suggestions and concerns over the summer. Charles McGlothlin presented the proposed program as a cooperative effort between the School of Health Sciences and the School of Business Administration. The program will be case-based, focusing on the business aspects of safety management in the workplace and combines an effective balance of core MBA coursework with application of these business skills to safety-related case studies in risk assessment, loss control, risk management, and safety program planning, administration, and management. Of the several existing master’s degree programs in safety management offered nationally, the proposed OU program would be unique in the occupational safety and health career field. Kathleen Moore pointed out that the descriptions on page 16 did not include any prerequisites for the business courses. Mr. McGlothlin agreed to make the correction. Ms. Moore noted also that the “required prerequisite safety courses” referred to in the admission criteria are not listed, and she suggested they be included. Mohinder Parkash suggested the program could benefit by including another accounting course, such as ACC 512. Mr. McGlothlin agreed,

stating that he would like to have an accounting course, e.g., ACC 513 that would be a combination of ACC 511 and ACC 512. Donna Free will talk to the Accounting department about designing such a course. Mildred Merz stated that the library report was done after the proposal was completed and there is a conflict between the two. The proposal states “Any additional journals or texts recommended by the library staff would be considered optional for start up of the program”; the library report states that library’s collections might be judged acceptable for an undergraduate program but needs augmentation to meet the needs of graduate students. Ms. Merz stated that her report is very conservative, and she hopes that some monies will be included in the budget for the library. Mr. McGlothlin countered that the program is not really relative to safety and health, injury prevention or hygiene issues but is about looking at the application of reducing those problems to dollars and cents in business related schools. As a result, Mr. McGlothlin feels that the library holdings for the MBA program are sufficient. Claire Rammel reminded Mr. McGlothlin that he must add tuition for the graduate teaching assistants to the budget and should include course action forms for OSH 500 and OSH 699 with the revised proposal. Ms. Rammel reminded Mr. McGlothlin that he must submit the budget in proper format. She also suggested also that the section entitled Support Letters might be renamed as External Review where appropriate. To a question posed by Darlene Schott-Baer, Mr. McGlothlin said there are two full-time faculty associated with the proposed program—one tenured and one untenured—as well as one or two part-time instructors. Ms. Schott-Baer suggested that the part-time faculty be included in the proposal, as well as an estimate of the number of students who have shown an interest in the program, if the figures are available. Kathleen Moore referred to a statement on page 2 indicating the existence of several master’s degree programs in safety management across the country and pointed out that no specifics have been provided in the “comparison to similar programs” section on page 11. Ms. Moore suggested that it would be helpful to show what other programs require of their students: total credit hours, research project, thesis, etc. In response to Mr. McGlothlin’s explanation of the expected “development of increased levels of research activities in the School of Health Sciences” directly generated by the proposed program, Ms. Schott-Baer commented that the explanation translated to faculty research and suggested that the proposal show student involvement in research. First Reading: Guide to the Preparation of Graduate Theses/Dissertation Kathleen Moore stated that the content is good but pointed out inconsistencies in terminology and grammar. After discussion, it was suggested minor revisions be made by August 1st, and then document including samples be circulated electronically to the Council members for approval. Graduate Study’s goal is to have a workable version of the manual on the web for Fall 2004, after which an indeterminate trial period will follow. UMI submission of dissertations will be required starting Fall 2005. Joint MPA/JD Degree Claire Rammel advised the council members that the Department of Political Science and Cooley Law School are discussing the possibility of offering a Joint MPA/JD degree built on a model that is already being used at Western Michigan University. However, the minimum passing grade for a Cooley law course is 2.0, which is consistent to practice at other JD programs (University of Michigan, Michigan State, Wayne State and Western Michigan University) but is inconsistent with Oakland graduate policy. Mr. Parkash indicated the School of Business Administration was working with Cooley on a Joint MBA/JD degree and would have the same issue. After discussion, the council decided to review the policy when the two program proposals are submitted for review. Policy Subcommittee Claire Rammel, chair of the policy subcommittee, reported that two council members, Lisa Hawley and Darlene Schott-Baer, are willing to serve on the subcommittee. The subcommittee

will request participation from others, outside of the Council, based on the particular policy scope. Graduate Council Reappointments Ms. Rammel indicated Graduate Council appointment and reappointment letters will be sent over the summer. She will include each member's term dates for clarification. Both Ms. Rammel and Mr. Sudol thanked council for their hard work and support.

#### **V. ADJOURNMENT**

The meeting was adjourned at 4:15 p.m. This is the last Graduate Council meeting in the 2003-2004 academic year.