

GRADUATE COUNCIL MINUTES

December 14, 2005

Approved: February 21, 2005

Present: Darlene Schott-Baer, Tom Blume, David Downing, Mildred Merz, Kris Thompson, Joseph Shively, Meir Shillor

Absent: Lisa Hawley, Chris Kobus, Mohinder Parkash (sabbatical), Lorenzo Smith,

Staff: Julie Delaney, Lynette Folken

Call to Order

The meeting was convened at 2:10 p.m by David Downing, Chair.

I. APPROVAL OF MINUTES

Minutes to be circulated by email.

II. REPORT OF THE CHAIR

Thesis/Dissertation Awards

Dave Downing circulated the latest version of the Thesis/Dissertation Awards information and informed members that the last item awaiting decision was that of the time frame or calendar. Mr. Downing stated that, pending Council discussion, the decision is to go with the calendar year, i.e., eligible awards would be from a pool of theses and dissertations from winter of the previous year, spring and summer of the previous year, and fall of the previous year. As an example, he reported that the Thesis/Dissertation awards to be conferred in Winter 2006 would be drawn from eligible nominations from winter 2005, spring and summer 2005, and fall 2005.

Claire Rammel pointed out the latest document uses January 06, 2006 as the deadline. Mr. Downing, however, said that, after discussion, a decision was made to move the submission date to February 20, 2006. The reason behind this decision was that the Provost is very committed to the idea that the \$1,000 award is only bestowed on a completed thesis or dissertation that is bound. The same requirement will not be required for the \$500 award.

Mr. Downing informed members that if there is a selection of sufficiently strong theses and dissertations, the Provost will provide up to five \$500 awards; in addition, if the review committee comes forward with a recommendation on a \$1,000 award that will also be granted.

In reply to a question posed by Meir Shillor, Mr. Downing confirmed that these scholarships will be awarded once each year. Also, he confirmed that, in most cases, the thesis adviser will submit nominations, but that individuals will be required to get sign off from the graduate coordinator.

Darlene Schott-Baer asked if DNP students, who submit a final research paper, would be eligible for the awards. Mr. Downing replied that students that complete a thesis would be eligible,

projects would not be eligible. Meir Shillor suggested that perhaps the Provost could award a certain amount for an outstanding research paper to which Mr. Downing replied that the deans may wish to raise the issue, if they feel strongly about it.

A call for submissions will be circulated around January 30, 2006.

Macomb Update

Dave Downing reported that the joint implementation committee on the dual degree program has met again and that things are moving forward. He stated that there is an enormous spectrum of issues that need to be resolved, many of them relating to technology and systems. Mr. Downing stated that virtually all the units are engaged in expanding the program offerings that they have at Macomb and cited the example of a couple of new proposals coming from the College of Arts and Sciences in such areas as journalism and social work. Ken Hightower and Linda Thompson Adams have been working with their counterparts to develop programs, also.

III. OLD BUSINESS

Joint MBA/JD and MPA/JD Degree Programs

Referring to the joint MPA/JD degree as it was presented on paper, Dave Downing informed members that it had been presented to the Graduate Committee in the College of Arts and Sciences as just a transfer credit agreement and asked those present if they felt comfortable with the aggregate idea of saying that Cooley Law School will use six OU credits, and OU will use six Cooley credits. Kris Thompson asked Mr. Downing if he was asking the Council members to act upon the paperwork as submitted instead of reviewing a full proposal. Mr. Downing replied that he was asking the members if they want to see a full proposal, reminding those present that there are no new courses involved.

Darlene Schott-Baer stated she would like to see the six credits identified and commented on the lack of detail provided. Ms. Thompson stated that she would like to know the process that will be followed to identify the six courses. Mr. Downing referred them to the proposal which states that the six credits will be determined by the executive committee of the MPA and the corresponding Cooley group.

Ms. Schott-Baer asked if we have curriculum requirements for this program. Claire Rammel concurred the proposal must include a curriculum plan. She reminded members that during initial discussion, concerns were expressed by Council members regarding the grading scales used by law schools. It is potentially possible that a Cooley student might be transferring courses with grades lower than 3.0. Ms. Rammel, reported that this issue was reviewed with accrediting agencies for the MBA and MPA programs and neither agency expressed any undue concerns. As a result, the proposal requests that OU make an exception to current transfer credit policy for students enrolled in the partnership program.

MA in History Program Review

Council members reviewed a handout detailing the number of graduate students enrolled in 300/500 level cross listed courses, as well as the number of students enrolled in unique graduate courses.

Discussion ensued during which members expressed strong concerns about the lack of opportunity for graduate students to acquire socialization and challenge when they are one of a small number of graduate students in a large undergraduate class. Concern was expressed about the lack of substantial difference between the course work for undergraduate and graduate students attending the same class.

Graduate Plan of Study

Dave Downing reminded members that at the last Council meeting discussion regarding a proposal for a Graduate Plan of Study policy was initiated. The proposed policy statement requires a Plan of Study for every graduate student sometime in their first year in the program.

Julie Delaney stated that the key to keeping CAPP up-to-date is the Plan of Study. Some students see their advisers on a regular basis, other students go through their entire graduate program without seeing their assigned adviser. In these situations, existing problems are not discovered until the time of audit. Having a Plan of Study on file would provide an opportunity to assist the faculty adviser and student in resolving the issues, so that graduation is not delayed. Ms. Delaney assured those present that those departments that have their own version of a study plan could still use it.

Dave Downing asked the members to circulate the samples within their units.

Request for Leave of Absence Form

David Downing introduced the Leave of Absence as an outgrowth of the continuous enrollment policy for doctoral students. He reported on a recent leave of absence resolution which highlighted the need for a plan of study and an annual review of academic progress. In this particular case, common expectations were not communicated. The student had been awarded 4.0 for her dissertation courses; however, the faculty member felt that the student was not making good progress towards degree completion. Mr. Downing reiterated the need to have students complete an annual review of academic progress to demonstrate that they are meeting agreed upon expectations.

IV. ADJOURNMENT

The meeting adjourned at 3:40 p.m. The next meeting will be held on Wednesday, January 18, 2006.