

GRADUATE COUNCIL MINUTES

February 22, 2006

Approved: October 11, 2006

Present: Millie Merz, Darlene Schott-Baer, Kris Thompson, Joe Shively, David Downing, Claire Rammel, Meir Shillor, Lorenzo Smith

Absent: Tom Blume, Chris Kobus, Mohinder Parkash, Lisa Hawley

Guest: Julie Lichtenberg – Nursing Grad Student

Staff: Julie Delaney, Lynette Folken, Eilene Lohmeier

I. CALL TO ORDER

The meeting was called to order at 2:07 pm

II. APPROVAL OF MINUTES

Ms. Schott-Baer moved to accept the minutes of February 8, 2006. The motion was seconded by Mr. Shillor. No additions or corrections. It was moved to approve the minutes as presented. The motion was seconded.

Correction to November 30, 2005 minutes

Ms. Schott-Baer recommended an amendment to the November 30, 2005 minutes to include the explanation of the grading process for a failed defense.

Council members were reminded that the December and January minutes had been forwarded via email for online review, correction and/or approval.

III. REPORT FROM THE CHAIR AND INFORMATIONAL ITEMS

Mr. Downing reported to Council that the Academic Computing Committee met on February 21, 2006 and voted to support Moodle as the University's on-line web software package as a replacement for the current WebCT program.

On behalf of the members, Mr. Downing thanked Mr. Blume and Ms. Merz for their assistance in providing the M.A. in history review document and for the additional research and information required to address the corresponding issue of slash courses. The history review recommendations have been submitted to the Provost. Ms. Schott-Baer asked when Graduate Council would finalize the suggested modifications to the current cross-list (slash course) policy. Mr. Downing indicated he was waiting for a response from the Provost before Graduate Council finalized the proposed policy changes.

Mr. Downing reported thirteen eligible nominations have been submitted for review and consideration for the Dissertation and Thesis Award. The submission deadline for receipt of each

candidate's support documentation has been extended to February 24, 2006. Mr. Downing has requested that the Deans submit faculty recommendations to the selection committee. The committee must make their award selections by March 20, 2006 to meet the deadline for publishing the commencement program. Ms. Folken recommended that, in the future, a CD be submitted along with final dissertation copies for binding. Ms. Rammel agreed and suggested the Thesis and Dissertation Guidelines, under requirements for final submission, be modified to include a CD, along with the original manuscript, be submitted to Graduate Study and Lifelong Learning. Any thesis or dissertation nominated for future awards should be copied onto a CD to be distributed to the selection committee.

Mr. Downing reported that the Senate has approved the following proposals: Master of Science in safety management, Doctor of Nursing Practice and Ph.D. in music education. The proposals will be presented to a working session of the Board of Trustees on March 1, 2006. Mr. Downing thanked the Council members for their efforts.

Mr. Downing expressed concerns that substantive program changes are being made to proposals during review in university committees and that these changes are not always articulated back to Graduate Council for further review and/or recommendation. Graduate Council members requested a written process for new program approval, incorporating policy, procedures, guidelines and university flow be prepared and submitted to Senate. Ms. Schott-Baer noted that Graduate Council must maintain the final, approved copy of the program proposal to insure information required for application, admission, degree requirements and program review are accurate. It was agreed Graduate Council must be informed of any substantive changes, made by Senate or other university committees during the review and approval process, that may affect graduate programs.

Cooley Law School is pleased with the articulation agreements for the MPA/JD and MBA/JD programs. Marketing for these programs will begin once the agreement is approved by the Oakland University General Counsel. Ms. Rammel reported that General Counsel believes the "Letter of Intent" incorporates excessive student information that would be better illustrated in a procedures document. General Counsel is going to rewrite the "Letter of Intent" and submit to Graduate Council for review.

The Provost requested a list of all graduate and undergraduate programs with external accreditation agencies, as well as detailed data regarding scheduled and completed site visits, status and outcomes. Mr. Downing indicated a graduate accreditation report has been submitted to the Provost and thanked Ms. Rammel for completing the report.

Mr. Downing reported that details have been worked out with a potential donor to support graduate education. The final endowment agreement is waiting for signature by the donor.

Ms. Rammel reported that simultaneous to the National Research Council project, the Council of Graduate Schools (CGS) has an Ad Hoc Task Force reporting on the Professional Doctorate. The CGS Task Force expects to release their final report this summer. Ms. Rammel will post a copy of their final report on the web.

IV. Old Business

Ph.D. Program Requirements

Ms. Schott-Baer and Mr. Shively presented a first draft of modifications to the Ph.D. Minimum Program Requirements. Graduate Council moved into a working session and reviewed the document. Discussion resulted in recommended revisions which will be incorporated and presented to Council at the next several meetings.

Dissertation, Thesis or Project Grading

The proposed non-numeric grade proposal will be forwarded to the members electronically.

Graduate Program Review Guidelines

Copies of the current Graduate Program Review Guidelines were distributed to Council. Mr. Downing indicated the Provost expects graduate program reviews to be conducted regularly. Therefore, Mr. Downing would like Council to review the current document, recommend changes and approve final guidelines for Fall 2006 distribution. Ms. Rammel commented that during previous subcommittee reviews of the graduate guidelines, there was much confusion between “assessment” and “program reviews.” Mr. Downing stated that “assessment” was defined as ongoing, continuous improvement or the quality control focusing on curricular issues; whereas the “program review” constitutes the review of the total graduate program and how it fits within the overall mission and direction of the university. Ms. Rammel indicated she would like to see more outcome-based assessment integrated into the graduate program review. Although graduate program reviews are a separate process from continuous assessment, both share the common goal of improving graduate education. Council agreed that the current graduate program review guidelines do not incorporate sufficient assessment data.

V. Adjournment

The meeting adjourned at 3:50 p.m.