

## **GRADUATE COUNCIL MINUTES**

**November 8, 2006**

APPROVED:

**Present:** Dave Downing, Donna Free, Frances Jackson, Mildred Merz, Meir Shillor, Joseph Shively, Lorenzo Smith, Kris Thompson, Mohamed Zohdy

**Absent:** Tom Blume, Lisa Hawley

**Staff:** Julie Delaney, Lynette Folken, Eilene Lohmeier

### **I. CALL TO ORDER**

The meeting was convened at 2:10 pm by D. Downing, Chair

### **II. APPROVAL OF MINUTES**

D. Downing MOTIONED to approve the minutes of October 11, 2006 and October 25, 2006. The motion was seconded and passed unanimously without corrections.

### **III. REPORT FROM THE CHAIR AND INFORMATIONAL ITEMS**

New Research Awards

D. Downing announced that the Provost's office has established new research awards for undergraduate and graduate students who are in the process of conducting research and/or creative activity for their thesis or dissertation. Graduate awards will be for an amount up to \$2,000 that may be used to help defray the cost of supplies, materials, and/or travel. Additional information is available through the Research, Grants and Contracts website at: <http://www2.oakland.edu/research/research2/pages.cfm?mi=111&hi=14&ID=27>

These awards are in addition to the current Dissertation and Thesis award(s) which are granted annually to graduate student(s) for notable dissertation or thesis.

D. Downing distributed the latest version of the New Program Review Process Proposal. Changes and recommendations are to be submitted to Tamara Machmut-Jhashi. Graduate Council proposed changes:

- Graduate Council requests that changes made to new program proposals be articulated back to all primary review committees. Graduate Council recommended to include Graduate Council and UCOI as relevant review committees.
- Request for the definition of "new program" proposal with guidelines. Also requested a definition of and guidelines for new proposals that fall under already existing degree programs.

The review procedure is intended to expedite new program approvals. D. Downing explained that UCOI and Graduate Council's responsibility focus on academic quality of the program to

ensure coherent curriculum. Senate Planning Committee responsibility is to ensure that the new program fits within the general framework of the university's goals and strategic plan, and Senate budget details budgetary issues. Once finalized, the proposal is then forwarded to the Senate for approval. Graduate Council recommendations:

- Determine final authority for program changes. (Senate Steering Committee or Senate). Recommendation that Senate steering could be responsible for all corrections/changes before sending to the Senate for final approval or
- UCOI can be responsible for program reviews for the undergraduate proposals and then forwarded to Senate for approval and Graduate Council can be responsible for the program reviews for graduate proposals and then forwarded to Senate for final approval.

D. Downing will forward concerns and recommendations.

#### **IV. OLD BUSINESS**

Master's of Education in teacher leadership – 1ST Reading

Motion to approve the Master's of Education in teacher leadership –

1st Reading.

F. Jackson moved to approve the Master's of Education in teacher leadership –

1st Reading. Seconded.

Discussion: D. Downing presented the response from R. Wiggins relative to Graduate Council's concerns from the October 25th meeting. The Provost office has determined that this proposal is not a new program, but a "strand" within an existing degree program. Upon approval by Graduate Council, the proposal will be forwarded to the Senate as an informational item. J. Delaney clarified that the School of Education has three degree programs: Master of Education, Master of Arts and Master of Arts in Teaching. Graduate Council concerns:

- Terminal Project: The proposal does not require a terminal project requirement. J. Delaney informed members that the Teacher Development in Education Studies does not require a terminal project. Members requested justification for the omission.
- Budget: A budget is not required since the proposal is not a new program. Graduate Council requested information regarding budget implications for this new "strand."
- Definition of "CF".
- Cultural Competency: proposal language has an emphasis on cultural competency, yet only one stated learning objective in one course is required.
- Culture and diversity: recommendation to review descriptive proposal language regarding the focus on equating culture with diversity. Self awareness of ones own culture is necessary in order to be culturally competent.
- Program governance: Identify a single point of contact person responsible for the oversight of admissions, petition of exceptions, transfer credits and degree audits.

- Program evaluation and/or assessment

D. Downing will forward the committee's concerns to B. Wiggins; and his response will be forward back to the committee.

## **V. OLD BUSINESS**

### Cross Listed/ Slash Courses

Based on the discussion and concerns at the October 25th Graduate Council, D. Downing presented a new document to include definitions of the Cross Listed and Slash Courses followed by guidelines. Discussion ensued. Recommended changes will be sent to members for review and continued discussion.

- Proposed cap of 3 course sections that may be cross-listed: Discussion ensued regarding the necessity of capping at three course sections. J. Delaney reported that the general practice appears to cap at three courses. It was agreed that in the event that more than three course sections are to be cross-listed, a provision of exception be submitted. The provision of exception language will be added following the title as well as at the end of the policy.
- Proposed requirement to use the same title and same prerequisite(s) for cross-listed courses: Discussion ensued. In the event of an exception, it was agreed that a waiver of exception be submitted by the department to waive the "same prerequisite" requirement.
- Proposed requirement that cross-listed courses be the same level. The existing course number policy requires that 500 level courses be cross-listed with the same level course or they must be handled as an exception.

50 % Rule - deferred

## **VI. NEW BUSINESS**

Master's exit options – Discuss possible guidelines and procedures for thesis or final master's project.

The issue was deferred until the next meeting.

## **VII. GOOD AND WELFARE**