

Oakland University

GRADUATE COUNCIL MINUTES

October 24, 2012 – Meeting # 4

Location: 100 KL

Meeting Time: 2:00-4:00 pm

Approved: November 7, 2012

Present: Gary Barber, Bhushan Bhatt, Roman Dembinski, Donna Free, Tamara Hew-Butler, Robert Noiva, Linda Pavonetti, Shawn Lombardo (*Ex Officio*), Claire Rammel (*Ex Officio*), Cheryl Riley-Doucet, Darlene Schott-Baer (Chair), Carol Swift

Absent: Meir Shillor

Staff: Julie Delaney, Lynette Folken (Secretary), Tina Muncy

I. CALL TO ORDER

The meeting was convened at 2:05 p.m.

II. APPROVAL OF MINUTES

III. REPORT OF THE CHAIR

Application Deadlines-The subject of graduate admission deadlines was brought up at the previous meeting for informational purposes. These deadlines are coordinated with other important university deadlines effecting financial aid and registration activity, and as such not negotiable. After discovering graduate programs wanted to grant special graduate status to individuals who had not submitted an application by the August 1st deadline for Fall 2012, it was decided to create a second application for submission after the general deadline beginning Winter 2013. The two applications will differentiate applicants who applied by the deadline, and those who applied after the deadline. Graduate Study will continue to receive and process supplemental materials for all applications received by deadline and send completed applications to the department for regular admit review. The applications submitted after the general deadline, as well as any incomplete applications, may be considered by the department for Special Graduate status.

IV. INFORMATION ITEMS

Graduate Council Web Site-Ms. Schott-Baer announced that there is a new Graduate Study website and, at the bottom of the website, is a link to the new Graduate Council website. Notices, agendas, minutes, meeting dates, proposal, etc. will be posted on this website. It is a public website, requiring no password. Ms. Pavonetti asked if it would be possible to have documents that are ready for review for Graduate Council meetings to be posted on the website in advance. Ms. Schott-Baer said that the intention is to make materials available to committee members at least a week in advance. The three proposals currently ready to be presented are two program modifications and one new graduate certificate program proposal. A new degree program proposal, the Master in Public Health, is coming from Health Sciences. Patricia Wren will be bringing it forward to the committee on behalf of the department.

Marketing for New Programs-Additional funds were requested for the graduate marketing budget to assist departments with advertising new graduate programs. Graduate

Study also requested assistance from Communications and Marketing designing marketing campaigns to reach potential students for our 100% online graduate programs.

V. UNFINISHED BUSINESS

Minimum Enrollment for Master Students-Ms. Schott-Baer provided some background information as to why this proposal was developed. Several groups within the university have been focusing on retention of both graduate and undergraduate students: the retention committee created by Susan Awbrey and President Russi's enrollment meeting. Recently a scholarship was approved to help students who stop-out and students who are nearing completion, but have experienced financial difficulties. Graduate Study is trying to become more proactive in guiding students through the pipeline and increasing the number of students who graduate within the 6-year limit. Several groups across campus expressed concern about the "continuous enrollment for masters' students" policy currently before Graduate Council that was listed as an agenda item on the Graduate Council website for today's meeting. Ms. Schott-Baer stated that she thinks the departments were confused by the title of the proposed policy and the fact that they did not have access to the most recent copy of the proposed policy language. The title should be "minimum enrollment for masters' students". Data will be presented to Graduate Council to show the extent of the problem with students who stop-out and do not complete their academic program. The policy will be brought back for discussion once more data available. She asked the committee to think about what can be done to be more proactive in relation to graduate student retention.

VI. NEW BUSINESS

Ms. Schott-Baer introduced four proposals to be presented at the next meeting in two weeks and asked for volunteers as primary reviewers.

Masters of Arts in Teaching Reading and Language Arts (modification)-Donna Free

Graduate Certificate in Oncology Rehabilitation (modification)-Cheryl Riley-Doucet

Post-Masters Certificate in Court Administration (new certificate)-Tamara Hew-Butler

Master of Public Health program proposal (new program)- Ms. Schott-Baer asked Bob Noiva and Linda Pavonetti if they would be willing to present this new program. Both agreed.

VII. GOOD AND WELFARE

Introduction of Tina Muncy as the new staff secretary for Graduate Council.

VIII. ADJOURNMENT

The meeting adjourned at 2:25 p.m.