

GRADUATE COUNCIL MINUTES

October 22, 2008

Present: Susan Awbrey, Tom Blume, Jacqueline Drouin, Donna Free, Frances Jackson Rob Kushler, Mildred Merz, Claire Rammel, Julia Smith, Mohamed Zohdy

Guest: Christine Grabowski

Staff: Julie Delaney, Lynette Folken, Evonne Mitchell,

CALL TO ORDER

The meeting was convened at 2:10 p.m. by Susan Awbrey

APPROVAL OF MINUTES

Susan Awbrey entered a motion to approve the October 8th minutes. Seconded and Passed with corrections.

I. REPORT FROM THE CHAIR

Some Graduate Council members had difficulty in finding minutes and agenda on the Graduate Council website. Extra hard copies will be provided for the next meeting for members having problems with electronic files.

II. OLD BUSINESS

Final Course Grades – Appeal Procedure

Ms. Rammel reminded Graduate Council that internal audit has been reviewing select academic policy and procedures. In the process of reviewing “Final Course Grade Changes” interviews were conducted with multiple departments in the College and Schools. One issue became clear - OU should publish minimum requirements, including time limits, to appeal final course grades.

After examining policy and procedures at other universities, minimum requirements to appeal a final course grade has been proposed to Graduate Council for review and approval.

In reviewing the proposal, Graduate Council suggested a statement be included to explain, in the event that a graduate program publishes more stringent time limits, the graduate program time limits will take precedence over minimum published time limits.

Ms. Smith asked whether legal should approve the proposed requirements before it is finalized.

Ms. Drouin indicated the basic function of most university legal departments is to defend the procedures, established in university policy, were followed in cases of litigation.

Mr. Kushler asked for clarification on the intent – is this a policy or a guideline? Will this policy be approved by both Graduate Council and the University Committee on Undergraduate Instruction (UCUI).

Ms. Awbrey responded that the policy needs to be passed in Graduate Council and then moved to UCUI. The policy should be thought of as the minimum requirements for appealing a final course grade.

It was decided Ms. Rammel would make modifications to the proposed procedure based on suggested changes for the next Graduate Council meeting.

Nomination to University Research Committee

Graduate Council needs to nominate two faculty members to the University Research Committee.

Last meeting Mr. Zohdy nominated Mr. Zissimos Mourelatos. There is still no word on whether Mr. Mourelatos has accepted the nomination.

Ms. Awbey asked Ms. Jackson if she would be interested in the appointment to the University Research Committee. She declined, but nominated Mr. Gary Moore, Associate Professor of Nursing. Ms. Jackson will report back to Council on whether Mr. Moore will accept the nomination to the University Research Committee.

Graduate Council Officers

Parliamentarian – non-voting member

Vice Chairperson – voting member

Ms. Jackson accepted the nomination of Council Parliamentarian.

Ms. Awbrey informed Council that Mr. Joe Shively was reappointed as the College of Arts and Sciences faculty representative to Council. Ms. Awbrey reappointed Mr. Shively to serve as Vice Chairperson, seconded by Ms. Jackson. Mr. Shively is expected at the next Graduate Council meeting on November 19th.

III. New Business

a. PM Graduate Certificate –Nursing Education (new)

b. PB Graduate Certificate – Nursing Education (modification)

Presenters: Ms. Mary Mittelstaedt and Ms. Darlene Schott-Baer

The School of Nursing is proposing two Graduate Certificates to address the current nursing shortage and the shortage of faculty to teach in baccalaureate and graduate nursing programs.

The Post Masters (MSN) Graduate Certificate in Nursing Education will provide MSN nurses an opportunity to achieve skills as nurse educators. The focus of the PM Graduate Certificate in Nursing Education curriculum is on preparing MSN nurses to teach in associate degree and undergraduate degree academic settings.

The Post Baccalaureate (BSN) Graduate Certificate in Nursing Education will provide BSN nurses an opportunity to develop skills as undergraduate clinical instructors or nurse educators within various health care settings. The focus of the curriculum in the PB Graduate Certificate in Nursing Education is on clinical settings with undergraduate nursing students.

Ms. Mittelstaedt shared a letter of support from Beaumont Hospital that enthusiastically endorses the proposal. Ms. Mittelstaedt stated the proposal has unanimous approval from the School of Nursing Faculty Assembly and Graduate Committee on Instruction. She informed Council that the PB Graduate Certificate requires three (3) new graduate courses, NRS 5xxa, NRS5xxb and NRS 5xxc respectfully.

Ms. Smith asked whether new faculty would be hired to teach the proposed courses.

Ms. Mittelstaedt indicated she has been on administrative assignment for the last two years and released from teaching. She will be responsible for teaching the courses.

Mr. Blume asked if there is a requirement of a doctorate, MSN or BSN to teach the programs.

Ms. Schott-Baer replied that post BSN nurses will be teaching clinicals in hospital settings, post MSN nurses could be hired as instructors and doctorate prepared nurses could be hired as regular full-time faculty.

Ms. Mittelstaedt added that hospitals have expressed an interest in potentially hiring 55-60 post baccalaureate students to support clinical education.

Ms. Smith expressed concern about the growth projection and if current students who have already completed the PB Graduate Certificate program would be confused with the new PM Graduate Certificate requirements.

Ms. Schott-Baer did not believe this would be a problem for nursing students.

Ms. Rammel stated the new PM Graduate Certificate must receive approval from the State of Michigan before it will be eligible for financial aid.

Ms. Mittelstaedt requested Graduate Council support Winter 2009 as an effective semester for the proposed Graduate Certificate programs.

Due to the School of Nursing's desire to immediately start admitting students to the programs for Winter 2009 semester, Ms. Free motioned to waive the second reading.

Ms. Jackson seconded the motion.

Council agreed to approve the courses, unanimously.

Motion approved.

IV. Good and Welfare:

Carrying over from last meeting, Mr. Kushler had concern about the OU marketing piece that stresses the restricted role teaching assistants' play in the classroom. Rather than placing an emphasis on extending graduate assistants the opportunity to gain relevant training and teaching experience, the advertising provides a negative impression. He drafted a statement to take to the Provost regarding this issue and distributed copies to the council for review.

Ms. Smith disputed the issue by informing Graduate Council that the School of Education uses graduate students as part time instructors without violating the faculty contract. She states that graduate assistants are not in violation of the faculty contract if the students work less than 16 hours.

Mr. Zohdy expressed confusion since he is aware some engineering graduate students have been denied the opportunity for graduate teaching assistant jobs.

Ms. Drouin felt graduate teaching assistants can build a strong rapport with students and provide a unique learning environment that compliments faculty instruction.

Ms. Jackson worried that while Graduate Council may approve the statement, what impact would it have on Marketing and Communications. She suggested Graduate Council approve the statement and send it as an information item to University Senate. Once the statement is finalized, Susan Awbrey agreed to forward it to the Senate.

Mr. Kushler will send the statement electronically to Graduate Council. The statement will be finalized and voted on next meeting.

Ms. Jackson articulated her desire to invite Dr. Robert Folberg, Dean of the School of Medicine to Graduate Council. She felt it is important since a faculty representative from the School of Medicine will be appointed to the Graduate Council. Ms. Awbrey agreed and will extend the invitation.

Ms. Jackson raised the issue that while online courses attract students from other states, the out of state tuition rate is a deterrent. She felt in-state tuition would be a great tool to increase enrollment and to be competitive with the recruitment practices of other universities. Ms. Jackson would like Graduate Council and OU to be more proactive in the area of graduate enrollment. She reported the University of Toledo has a large billboard that advertises in-state

tuition rates for students from Canada. This type of approach would be a huge benefit to the School of Nursing since many of their courses are available online.

Ms. Free stated Wayne State University has an in-state tuition rate policy in place for select out-of state students as well.

Ms. Rammel reminded Graduate Council that the OU Board of Trustees approved in-state tuition rates for programs offered entirely online, this policy does not pertain to individual online courses.

Ms. Awbrey suggested the subject of in-state versus out-of state tuition rates should be examined in more detail at a future Council meeting.

PHD – Time to Degree

The School of Education and Human Services (SEHS) will bring forth a new proposal that addresses the six-year deadline to complete a doctoral degree. Ms. Smith believes the current 6-year deadline is unrealistic and not functional for part-time students.

Ms. Awbrey proposed that Graduate Council initiate discussion at the next meeting.

V. Adjournment

Meeting adjourned at 3:46 p.m. The next meeting is scheduled for November 19, 2008.