

OAKLAND UNIVERSITY GRADUATE COUNCIL MEETING MINUTES February 13, 2002

Present: Eric Follo, Randy Gu, Frances Jackson, Robert Jarski, Mildred Merz, Kathleen Moore, Mohinder Parkash
Absent: Gary Barber, Ranald Hansen, John McEaney, Michelle Piskulich (on leave)
Guests: Sandra Packard, Cate Vincent
Staff: Karla Brown, Christina Grabowski, Claire Rammel

1. Call to Order: 2:05 PM by Vice Chair, Frances Jackson.

2. Approval of 1/16/02 Minutes: The 1/30/02 minutes were approved as written.

3. Name Change in Nursing Adult Health – 1st Reading: A memo from the School of Nursing was distributed to council members requesting to change the name of the Nursing Adult Health program to Clinical Nurse Specialist. Kate Vincent, Associate Dean of Nursing, explained to the committee that by changing the title the program would be in line with the nursing role as defined by the American Nurse Association. A motion was made by Eric Follo to waive the second reading and approve the name change. Mohinder Parkash seconded the motion. The vote to approve the name change was unanimously approved. The name change will be effective Fall 2002.

4. Specialization in Higher Education - 1st Reading: Sandra Packard from the School of Education presented a proposal for a “Minor” in Higher Education. The minor is designed for doctoral students admitted to the PhD program in Educational Leadership and interested in creating a focus on higher education administration. The minor requirement is 28 credits with 4 elective credits and 100 hours of internship. Mohinder Parkash questioned why education would define a specialty or concentration as a “minor”. Council acknowledged a problem with the terminology “minor”, but suggested it be set aside at the moment and comment on the structure/content of the proposal. Kathleen Moore asked if students selecting this option would be encouraged to submit a dissertation with higher education as the subject. Sandra stated yes. The proposal is specifically designed to provide the necessary research focus for writing such dissertations. A corrected budget and a library report will be presented at the 2nd reading.

5. Current Program Review Reports – Music: Frances Jackson discussed the list of items missing from the Music self-study according to the graduate program review guidelines. The original report, dated 1999, was written from the undergraduate program guidelines. Claire Rammel reported two new documents were received from Music and have been forwarded to both Frances Jackson and Gary Barber for review. Frances indicated she would not be comfortable looking at the proposed Ph.D. in Education with a specialization in Music when no program reviews have yet been completed for the masters in music. Frances suggests we forward the list of missing items to the Music Department and form a group to meet with Susan Awbrey to develop a set of joint guidelines. Claire Rammel reminded council that Kathleen Moore is chair of a subcommittee charged with review and rewriting the graduate program review guidelines. Claire suggested that we delay meeting with Susan Awbrey until the subcommittee has had an opportunity to make their recommendations. Eric Follo made a motion that the Music

Department respond to the list of missing items; Mohinder Parkash seconded the motion. The vote was unanimously approved. Claire Rammel will forward the list of missing items to the Music Department on behalf of Graduate Council.

6. Program Review Process: Claire Rammel explained to Graduate Council that the graduate program review process, as approved by Graduate Council, needed to be rewritten to incorporate the temporary distribution of graduate program reviews from Susan Awbrey's office. The draft is NOT intended to replace the approved process, but written to describe the current practice until the Program Review Subcommittee completes their review.

7. Dissertation/Thesis Processing Requirements Policy: Claire Rammel distributed a copy of the thesis/dissertation processing requirements. These requirements were developed based on current practice, a recent telephone survey of other Michigan institutions and identified issues conflicting with graduation policy. Currently, the Office of Graduate Study publishes much of this information in the Dissertation/Thesis Format Guidelines and the Schedule of Classes. Claire is proposing that Graduate Council approves the requirements as graduate policy, thus allowing the Office of Graduate Study to communicate the policy requirements in many key venues beyond the current two sources. Kathleen Moore stated she believes these requirements should not be enforced until they are included in the graduate catalog. Frances Jackson suggested that Claire find out if we need to publish the requirements in the Graduate Catalog before we can hold students accountable. Eric Follo expressed his support of the document, indicating both faculty and students will benefit from the publication of this policy.

8. Nomenclature: Claire Rammel distributed a copy of graduate level nomenclature. Claire stated that these terms are based on current practice at Oakland University and information gathered from other universities. Claire indicated with the expansion of new graduate programs it is now necessary to review uniformity of graduate program nomenclature. Discussion of proposed nomenclature will resume at the next meeting.

9. Ph.D. in Mechanical Engineering: Frances Jackson reported that the PhD in Mechanical Engineering program was recommended for approval by Graduate Council and is currently being reviewed at the Senate. Frances requests that the Graduate Council submit a copy of their report to the Senate.

Meeting was adjourned at 4:00 PM. The next meeting is scheduled for March 13, 2002 at 2:00 PM in Room 100 of Kresge Library.