

**Graduate Council
September 11, 2017
226 University Hall
Meeting Minutes**

Graduate Council Members Present:

Gunjan Agarwal, David Bowers, Kristy Browning, Kate Calder, John Freudenstein, Jane Hathaway, Alan Hirvela, Samuel Hodge, Marcus Kurtz, Mona Makhija, Chris Pierce, Scott Scheer, Jeff Walline, Alex Wesaw, Caroline Whitacre

Graduate School Staff Present: Scott Herness, Ann Salimbene, Kathleen Wallace, Susan Reeser (recorder)

A. Interim Dean Scott Herness began the meeting by welcoming the new and continuing Graduate Council members. He thanked Council for their willingness to serve on this advisory group to the Graduate School. He further thanked Professor Makhija who is serving on Council for one year for Professor Rama Yedavalli who is on sabbatical this year.

B. Election of Chair

Dean Herness reported that each year a returning council member is offered the opportunity to chair the meetings. He said that Professor John Freudenstein had agreed to be considered for this position for 2017-2018. Dean Herness asked council if any other members wished to serve in this capacity. After discussion, members voted unanimously for Professor Freudenstein to serve as chair.

C. Curriculum Committee Reports and Actions

- Dean Herness explained the background and responsibilities of the Curriculum Committee and the rigorous review process it undertakes to vet proposals from programs for curricular and name changes or to create new master's and Ph.D. degrees, interdisciplinary specializations, and graduate certificate programs. Faculty Rules govern the curricular review process. Depending on the proposal, the review chain includes the college, Curriculum Committee/Graduate Council, and Academic Affairs/Council on Academic Affairs (CAA). Some proposals for new degrees need further review by the University Senate, Board of Trustees, and the Ohio Board of Higher Education Chancellor's Council on Graduate Studies (CCGS), (formerly called the Ohio Board of Regents' Regents Advisory Committee on Graduate Studies (RACGS)), before final approval.

Dean Herness reported that a proposal was endorsed by Graduate Council in 2015 to change the Curriculum Handbook and University Rules to streamline the curriculum review process to reduce the workload and time to approval. The streamlined process combined the entities that make up the two subcommittees (Graduate School/Graduate Council and Academic Affairs/Council on Academic Affairs) into a single subcommittee that will review proposals for both.

The new committee consists of six faculty members and two graduate students. Three faculty are appointed by the Graduate School in coordination with the Graduate Council, and three faculty will be appointed by the Office Academic Affairs in coordination with the Council on Academic Affairs. Two students will be appointed by the Council of Graduate Students (CGS). The Curriculum Committee is in its second year and the current set-up will continue going forward. Dean Herness asked for volunteers to serve on the committee. Professors Gunjan Agarwal, Kate Calder, and Scott Scheer volunteered to serve as did CGS representative Mr. Chris Pierce. A meeting schedule will be sent to the sub-committee.

Dean Herness reported that Associate Professor Jen Schlueter (Theatre) will again serve on the Curriculum Committee as one of her responsibilities as a temporary, part-time faculty fellow in the Graduate School.

1. Dean Herness explained the proposal to revise the Learning Technologies Specialization in the Educational Studies Ph.D. program saying that changes will include increasing the specialization requirements to 12 credit hours, eliminating the cognate requirements, revising and increasing electives to 9 credits, and updating course prefix and course names.
 - Professor Freudenstein called for a vote and the proposal was unanimously approved by Graduate Council. It will be forwarded to the Council on Academic Affairs for further processing.
2. Dean Herness gave an overview of the proposal to revise the Pediatric Specialization in Occupational Therapy or in Physical Therapy. The specialization is designed to enable students to gain skills and knowledge in pediatrics beyond those required in their professional degree programs. Dean Herness explained the review and vetting process by the School of Health and Rehabilitation Sciences.
 - Professor Freudenstein called for a vote and the proposal was unanimously approved by Graduate Council. It will be forwarded to the Council on Academic Affairs for further processing.
3. Dean Herness described the proposal to reduce credit hours for the Health Behavior and Health Promotion graduate minor by one credit hour (from 12 to 11 total hours). The change resulted when a required course, PUBHHBP 7520 Community Health Assessment, was reduced from 3 to 2 credit hours due to it overlapping with other courses in the graduate program curriculum for the Master's degree.
 - Professor Freudenstein called for a vote and the proposal was unanimously approved by Graduate Council. It will be forwarded to the Council on Academic Affairs for further processing.
4. Dean Herness explained the proposal to reduce the number of credit hours for the Master of Arts in Teaching and Learning program's non-thesis option from 33 to 30 credit hours to align it with the thesis option. Rationale for the change is that students frequently work on their non-thesis portfolio over multiple semesters so the hours for the non-thesis research course, EDUTL 7193 will be changed from 3 credits to a variable 1-3 credit hour course.
 - Professor Freudenstein called for a vote and the proposal was unanimously approved by Graduate Council. It will be forwarded to the Council on Academic Affairs for further processing.

D. Updates – Interim Dean Scott Herness

1. Dean Herness gave a short overview of the Campus Conversation on Graduate Education (CCGE) Summit that was held on May 3. He said that the final report has been completed and is currently being reviewed by Provost McPheron who will determine the plans for its release to the university. The report gives a broad overview of the CCGE project and of the findings in each of the three topic areas (Diversity and Inclusion, Funding Environment, and Professional Development). The report also identifies the high level goals from the review and stated plans for how to get there. Dean Herness said that the most common remark received from the attendees at each of the facilitated conversations was that their programs face some of the same issues that were experienced by other programs, especially confusion about the budget model and how things are accomplished at Ohio State.
2. Reported that the Graduate School has hired Carolyn Morales as the director of diversity initiatives. Carolyn had been an associate vice president for diversity at the College of Charleston and assistant dean of student, intercultural programs and services at Wells College in Aurora, NY. Her appointment began on August 1.

Dean Herness also reported on the successful outcome of the 2017 Summer Research Opportunities Program (SROP). Thirty eight students (28 on main campus and 10 at Wooster) attended the program which ended on July 28 with A Capstone Day event at which President Drake spoke to the students. This year's SROP program and student activities were coordinated by Graduate Associates Ana' Brown and Keith Bell. Dean Herness is confident that many of the SROP students will be recruited by the graduate programs.

3. Reminded Council that Assistant Dean Ann Salimbene will be retiring from the Graduate School on September 29 and that Council members were welcome to attend Ann's reception on September 27. A new assistant dean has been hired and that person's appointment will be announced soon.
4. Graduate School
 - a) The Graduate School *Handbook* has been updated for 2017-2018 and is available on-line and in PDF format for printing. Some of the more recent policy changes in the *Handbook* are: changes to the doctoral residency requirements for graduation, updated guidelines to allow for more flexible formatting of theses and dissertations, and new transfer of graduate program application process and signatories needed.
 - b) Vice President Whitacre, Office of Research, reported that Associate Professor Noah Weisleder, physiology and cell biology, was recently hired as director of the newly created Office of Postdoctoral Affairs. The office is a partnership between the Office of Research and the Graduate School, and will serve as a proactive central resource for the more than 600 postdoctoral researchers at Ohio State. Dr. Whitacre said that Professor Weisleder has an enthusiastic vision for the office and plans to advance training, professional development events, and to develop a fair and proactive plan for compensation and benefits. The office will also help prepare Ohio State postdocs for successful research careers in academia, industry, and other employment areas. One full-time staff member will help support the office. Space for the office has not yet been identified.
 - c) Dean Herness informed Council about the [Enterprise Project](#), which will replace the current PeopleSoft and SIS system at Ohio State for finance, human resources, and student systems is a cloud-based system called Workday. It purportedly will simplify business and student processes and reporting. With the planning stage having ended in July, the Enterprise Project is currently in the Architecture Phase. Implementation of Workday Finance and HR/Payroll will take place in 2019. Workday Student will begin in July 2020. Dean Herness said that the Graduate School is very active in the Enterprise Project to ensure that what is being developed addresses the needs of graduate students and the graduate community which are different from undergraduate student needs. Some areas where special needs exist are with recruitment and registration, stipends and fee authorizations, thesis and dissertations, GRADFORMS, and the need to development program dashboards.

F. Other

1. Dean Herness reminded Council about the importance of their work in policymaking for the Graduate School and that they serve as the Graduate School's advisors on graduate education. He said that Council members are welcome to recommend agenda items for the meetings. Some recent policy changes that were undertaken by Graduate Council were the policy to change the guidelines for the videoconferencing of master's and doctoral examinations and the policy to create stand-alone graduate certificate programs. Professor Calder commented on how most faculty don't know about Graduate Council and what it does.

Dean Herness reported that Graduate Council came about as a result of the findings from the Committee to Review the Graduate School (Beck Committee) recommendations, in February 2006, to create Graduate Council, a more nimble governance structure for the Graduate School from the then existing Council on Research and Graduate Studies. The first, streamlined Graduate Council began meeting during the 2008-2009 academic year. Dean Herness said that information about Graduate Council will be provided to the graduate studies committee chairs at their September 28 meeting.

2. Professor Hathaway expressed frustration with the Continuous Enrollment policy and said it adversely affects students in her program financially when they travel abroad for study. Dean Herness said that the Continuous Enrollment policy was approved by Graduate Council on November 16, 2009, and states that all students who have completed the doctoral candidacy examination are required to be enrolled in every semester of their candidacy (summer term excluded) until graduation. He said that the policy is well accepted by most programs but acknowledged that it can negatively affect certain programs in the Humanities and that the Graduate School has addressed this problem with the College of the Arts & Sciences. Dean Herness said that when students aren't enrolled they are not part of Ohio State and that continuous enrollment has helped to improve students' time to degree. He also stated that some form of continuous enrollment exists at all of the Big-Ten institutions.

E. Upcoming Events

1. Reported that Council members are invited to attend the following Graduate School programs:
 - a) Retirement reception for Ann Salimbene, September 27, 3-5:30 p.m. Blackwell Ballroom A
 - b) Graduate Studies Committee Chairs (GSCC) meeting, September 28, 3-4:30 p.m., 140 Pfahl Hall
 - c) GSCC orientation for new graduate studies committee chairs on October 12 at the Faculty Club. The program goal is to give personalized mentoring and policy information to GSCCs who are new to the position and who work directly advising students.
 - d) Graduate School Semester Meeting, October 31 for department chairs, GSCC, and graduate program coordinators at the Blackwell.

Professor Freudenstein adjourned the meeting at 4:15 p.m.