

**Graduate Council  
September 27, 2018  
226 University Hall  
Meeting Minutes**

**Graduate Council Members Present:**

Gunjan Agarwal, Kristy Browning, Kate Calder, Jane Hathaway, Kari Hoyt, Jeff Kuret, Andrew Martin, Janathan Pelz, Daniel Puthawala, Jeff Walline, Hua Wang, Tracey Walterbusch, Rama Yedavalli

**Graduate School Staff Present:** Alicia Bertone, Carolyn Morales, Matt Page, Jen Schluetter, Shari Speer, Susan Reeser (recorder)

- A. Dean Alicia Bertone began the meeting by welcoming the new and continuing Graduate Council members. Members introduced themselves, and Dean Bertone thanked Council for their willingness to serve on this advisory group to the Graduate School.

Dean Bertone also introduced three new staff members in the Graduate School; Carolyn Morales, director, for Recruitment and Diversity Initiatives, Shari Speer, Associate Dean for Academic Programs, and Matt Yoder, Finance Manager.

**B. Election of Chair**

Dean Bertone reported that each year a returning council member is elected to chair the meetings. She said that Professor Kate Calder had agreed to be considered for this position for 2018-2019. Dean Bertone asked council if any other members wished to serve in this capacity. After discussion, members voted unanimously for Professor Calder to serve as chair. As chair, Professor Calder will represent Graduate Council on the Senate's Faculty Cabinet.

**C. Curriculum Committee Reports and Actions**

- Professor Jen Schluetter, faculty fellow in the Graduate School, serving on the Curriculum Committee, explained the 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 PhD degrees, interdisciplinary specializations, and graduate certificate programs. Faculty Rules govern the curricular review process and 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.

Professor Schluetter 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 GS/CAA Combined Curricular Subcommittee that will review proposals for both.

The 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). Dean Bertone asked for volunteers to serve on the committee. Professors Gunjan Agarwal, Jeff Walline, and Jane Hathaway volunteered to serve as did CGS representative Mr. Daniel Puthawala. A meeting schedule will be sent to the sub-committee.

1. Professor Schluetter explained the proposal from the John Glenn College of Public Affairs and the College of Public Health to create the dual Master's degree: Master of Public Administration and a Master of Health Administration (MPA/MHA). The new degree will foster interdisciplinary curricular options, strengthen two academic units, and enhance curricular offerings for graduate students.
  - Dean Bertone 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. Professor Schluetter gave an overview of the proposal between the MPA in Public Affairs and the MPH in the College of Public Health to create the MPA-MPH dual degree. The dual degree will require 76-77 credits with 26 credits unique to the MPA, 24-25 unique to the MPH, and 26 shared or dual credits. The dual degree is designed to be completed in 3 years.
  - Dean Bertone 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. Professor Schluetter reported on the proposal from the Department of Mechanical and Aerospace Engineering and the Center for Automotive Research to create a Graduate Specialization in Automotive Systems and Mobility (GS-ASM). The Graduate Specialization provides a unique opportunity for the MS and PhD students to acquire specialized training, unique skills, and real world experience focused on automotive systems and smart mobility.
  - Dean Bertone 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. Professor Schluetter reported on the proposal from the Department of Educational Studies to make minor change in the number of credit hours required for the EdD Doctor of Education in Educational Studies Specialization in Educational Administration.
  - Dean Bertone 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. Business**

1. Dean Bertone shared several handouts with Council, e.g., the flyer titled "Become a Master of Practice, Create new Knowledge, Come to the Graduate School, Come to Ohio State," designed by Ben Reder, communication coordinator in the Graduate School. Dean Bertone explained the marketing strategy to keep the Graduate School in the forefront and to show graduate students that Ohio State has a multitude of programs that can accommodate any of their interests.

The next handout was the Vision and Mission Statement for the Graduate School developed as a track forward and a guide to communicate the Graduate School's main goal to make Student First! Dean Bertone then explained the Graduate Student Enrollment snapshot from the Fifteenth Day Report showing enrollment for autumn 2015, 2016, and 2017 in which graduate and international statistics stayed at mostly the same level during each of those years while minority enrollment experienced a slight uptick in 2017.

The final handout was the OESAR Graduate Overview with graphs and charts of gender, ethnicity, and residency. This type of information will be included in the development of a Dashboard that can quickly provide constituents with basic facts about the Graduate School. Dean Bertone said that each of the charts show Ohio State to be in a good position.

2. Dean Bertone reminded Council about the six separate Forums held in August for graduate studies chairs to review the revisions made to the *Graduate School Handbook*. The Forums were divided into the same six groups as those that were chaired by Vice Provost Randy Smith during spring semester, i.e., 1) Arts and Humanities, 2) Natural and Mathematical Sciences, 3) Social and Behavior Sciences, 4) Professional Colleges (BUS ENG, SWK), 5) Professional Colleges (EHE,

FAES, JGC), and 6) Health Sciences. Dr. Smith used the spring Forums to obtain input on challenges and items in the Graduate School that needed to be addressed. Dean Bertone said that the handbook revisions included editorial updates and process streamlining, and will serve as a working document that will be updated annually, as issues that require more discussion are resolved.

Council reviewed some of the handbook revisions including changes made to the GRE-GMAT and GPA requirements for admission, the newly proposed Graduate Bridge program, continuation of Continuous Enrollment, changing the first semester of probation to Remediation and a plan of action for improvement, and a continuance of the role of the Graduate Faculty Representative. The revised handbook also included the addition of a section on Professional Doctorates and the Office of Post-doctoral Affairs. Council members discussed the changes, asked questions, and expressed support for the revisions. A vote by Graduate Council will be held at the October 25 meeting. Dean Bertone said that the Council of Graduate Students will review the handbook changes at a meeting on October 5. The handbook will then go to the Office of Academic Affairs for review.

#### **E. Announcements from Dean Alicia Bertone**

1. Reported on her appointment as the inaugural ENGIE-Axium Endowed Dean's Chair. She is the first of five faculty endowments being provided through the \$150 million academic collaboration between Ohio State and ENGIE-Axium. Funds generated from this endowment will be designated to support groundbreaking programs and initiatives for graduate students and will be expanded based on university-wide discussions on the future of graduate education.
2. Reported on the plans for the Graduate School to undergo a significant office renovation. Project funding has been approved by the Board of Trustees and currently, architects for the project are being vetted.
3. Explained some of the plans being considered to reform the Graduate School's Fellowship competitions that include making early offers to students, adjusting the timeline for nomination submission, and finding ways to make the Graduate Enrichment Fellowship competition more equitable and eliminate diversity gaming. The Fellowship Guidelines have been sent to graduate studies committee chairs and graduate program coordinators for their review and comment. The guidelines will be vetted a second time following the input of suggested revisions.
4. Thanked the group for serving on Graduate Council and said that Council members are welcome to send her comments and agenda items for the meetings.

Dean Bertone adjourned the meeting at 2:22 p.m.