Graduate Council Meeting Minutes
Monday, October 18, 2021
11:00 – 12:30 pm

Graduate Council Members Present:
Heather Anderson, Emily Buck, Jorge Clavoabbass, Colette Dollarhide, Caroline Fitzpatrick, Danielle Fosler-Lussier, Jim Fuchs, Thomas Kerler, Steve Lavender, Mona Makhija, Mark Moritz, Carolyn Sommerich, Jan Weisengerger

Graduate School Staff: Anika Anthony, Alicia Bertone, Karin Jordan, Joan Lieb (recorder), Carolyn Morales, and Matt Page

Guests: Cassie Kasler, Portia LaMarr, Eileen Lehmann, Natasha Periera,

Dean Alicia Bertone opened the meeting and upon his arrival, introduced new student representative Jorge Clavoabbass. Jorge is an international student who earned his Masters at Ohio State and is now in his first year of graduate studies in Germanic Languages and Literatures.

1) Curriculum Committee Reports – Associate Dean Anika Anthony

a) Proposal to establish a new Graduate Minor in Visual Impairment in the Department of Teaching and Learning in the College of Education and Human Ecology
The Department of Teaching and Learning in the College of Education and Human Ecology is proposing to develop a Graduate Minor in Visual Impairment. The purpose of the minor is to provide information to Ohio State students about the needs of persons with visual impairments, to prepare students to work with persons with visual impairments, and to promote inclusion. The program will support students’ engagement with persons with visual impairments through coursework and connections with educational, nonprofit, and community organizations. The minor requires a minimum of 15 credit hours – nine credit hours of 4 required courses, and six credit hours of 2 elective courses. Although some of the courses will be offered as Distance Enhanced or Distance Learning courses, an MOU with the Office of Distance Education and eLearning is not required since this is not a stand-alone program (e.g., degree or 3a certificate). The proposal has been approved by the College of Education and Human Ecology, and the GS/CAA subcommittee has recommended it for approval.

- A motion was made and seconded to vote on the proposal. It was unanimously approved by the Graduate Council. Associate Dean Anika Anthony will forward it to the Council on Academic Affairs for further processing.

b) Proposal to revise the existing Master of Science in Public Health with a specialization in Epidemiology in the College of Public Health
The College of Public Health seeks to revise the existing specialization in Epidemiology in the Master of Science due to recent course revisions. The total minimum required credit hours for the specialization will reduce from 48 to 46 credit hours. Proposed program changes include replacing an epidemiology course that is no longer offered, adding a
course in social epidemiology, and reducing the number of elective hours from 6-7 to 3-4. The proposal has been approved by the College of Public Health, and the GS/CAA subcommittee has recommended it for approval.

- A motion was made and seconded to vote on the proposal. It was unanimously approved by the Graduate Council. Associate Dean Anika Anthony will forward it to the Council on Academic Affairs for further processing.

c) Proposal to establish a new Combined Bachelor of Science and Master of Science in Civil Engineering in the Department of Civil, Environmental, and Geodetic Engineering in the College of Engineering

The Department of Civil, Environmental, and Geodetic Engineering in the College of Engineering is proposing to develop a combined BS/MS degree program in Civil Engineering to promote students’ attainment of an advanced degree in engineering and to retain talented undergraduate students at Ohio State. The BS degree in Civil Engineering requires 131 credit hours, and the MS degree requires completion of 30 (MS Thesis option) or 33 (MS non-Thesis option) credit hours. The total combined BS/MS credit hours are 161 (BS/MS Thesis option) or 164 (BS/MS non-Thesis option), and students will be allowed to double-count 12 graduate credit hours to meet both BS and MS degree requirements. The Chancellor’s Council on Graduate Studies (CCGS) is in the process of revising the policy for combined undergraduate/graduate programs and the number of credit hours that are allowed to double count for such programs. Pending the finalized CCGS/ODHE combined program policy, and subsequent updates to the Graduate School Handbook, the number of allowable credit hours that can double count for undergraduate and graduate degrees may be changed. If this program is affected by the policy change, the Graduate School will contact the department to request that a curriculum revision proposal be submitted so that the combined program complies with CCGS/ODHE and Graduate School guidelines. GS/CAA has reviewed the proposal and recommended it for approval.

Disclaimer – subcommittee thesis option may be reduced to nine; confirmed – other units will be notified if approved. If the combined hours are 150 or less. Monitoring very closely. AB – dual degrees coming up for discussion. Trying not to drag things out too long; shortening time to graduate. State involved. We’re one of the only ones at 12.

- A motion was made and seconded to vote on the proposal. It was unanimously approved by the Graduate Council. Associate Dean Anika Anthony will forward it to the Council on Academic Affairs for further processing.

d) Proposal to establish a new specialization in RNA Nanobiotechnology and Nanopharmaceuticals in the Ph.D. in Pharmaceutical Sciences in the College of Pharmacy

The College of Pharmacy is proposing to develop a new specialization in RNA Nanobiotechnology and Nanopharmaceuticals (NANORNA) in the Ph.D. in Pharmaceutical Sciences. The purpose of the specialization is to prepare scientists and engineers with cross-disciplinary expertise in nucleic acids and their biological functions. The program anticipates that graduates will be prepared for leadership positions in fields such as nanobiotechnology, nanotherapeutics, and medical devices. The curriculum consists of a total 80 minimum credit hours for the degree - 65 credit hours of core Ph.D. requirements, as well as 15 credit hours (6 required, and 9 elective) for the NANORNA specialization. The specialization has been approved by the College of Pharmacy and GS/CAA has recommended it for approval.
A motion was made and seconded to vote on the proposal. It was unanimously approved by the Graduate Council. Associate Dean Anika Anthony will forward it to the Council on Academic Affairs for further processing.

2) Business – Vice Provost and Dean Alicia Bertone
   a. APR Workday Students – Portia LaMarr, Natasha Pereira & Eileen Lehmann (11:30 am)

Natasha introduced Portia LaMarr, Eileen Lehmann, and Cassie Kasler, who serve with her on the Organizational Change Management Group for the Workday Student Services (aka Enterprise) Project.

Eileen Lehmann introduced 1) an overview of one of the biggest initiatives with the Grad School to configure academic progress reports in Workday, 2) an explanation of the Academic Progress Reports (APRs), and 3) APR Build to date and scope. She emphasized that it will be a long, tough journey, but well worth it, providing:

- A single administrative system across the enterprise
- Support the student experience from recruitment to alumni services
- Influence over the Workday product design and direction
- System updates with new functionality twice a year

The Student Deployment Approach is:
- Designed to mitigate complexity and risks unique to student space
  - Scale and breadth of impact
  - Functional interdependencies
  - Academic lifecycle and calendar
- Drive by academic lifecycle and financial aid year
- Begin using Workday with financial aid year 2024-2025

A project timeline was shared – Admitting graduate students through the Workday product will begin in July 2023. Additional functionality will be picked up in the fall and winter, and all will wrap up the summer of 2024. She explained that this is an iterative process, with new functionality with new releases.

Portia LaMarr presented an overview of the APRs – a foundational tool.

- Advising
  - Course selection
  - Monitoring progression
  - “What If” Audits: shows students how completed coursework can satisfy requirements in additional (or alternative) programs of study

- Athletic Eligibility Certification
• Graduation
  o Data can be used to identify potential applicants for graduation
  o Critical tool to assess achievement of degree requirements
• Financial Aid: In Workday, processes are dependent on APRs to show how courses are satisfying degree requirements
  o Courses not meeting degree requirements will not be used in load status calculations which is used to determine aid eligibility
    ▪ Title IV federal aid
    ▪ State aid
    ▪ Institutional aid
  o Since Satisfactory Academic Progress calculations only use courses counting towards load status, there is a direct impact on assessing pace and time to degree

The benefits of building APRs

The total OSU APR Build

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<th>Degree programs</th>
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<td>34</td>
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The total Grad APR Build To-Date
It was confirmed that there will be a section in Workday for exams, and that GradForms will integrate with Workday. Other functionality mentioned/suggested involved courses that don’t count toward the degree, the need to consolidate the requirements needed for international students, and faculty access to the student information. More concrete solutions will be provided in upcoming demonstrations.

Dean Bertone recognized the contributions of others in the Grad School that have helped with the Workday development, including but not limited to Anika Anthony, Samuel Jordan, Matt Page and Tim Watson. All have put many hours in on the audits.

For additional questions, please contact Portia LaMarr.19 or Natasha Pereira.33. To learn more about Workday for Student Services, visit workdaystudent.osu.edu.

b. Although not discussed, Associate Dean Anika Anthony provided the approved representatives on Graduate School and Council on Academic Affairs (GS/CAA) Curriculum Subcommittee
   1. Heather Anderson (.3881) – College of Optometry
   2. Caroline Fitzpatrick (.271), Graduate Student, Glenn College of Public Affairs
   3. Thomas Kerler (.2) – College of Arts and Sciences, Mathematics
   4. Carolyn Sommerich (.1) – College of Engineering, Integrated Systems Engineering

3) Topics From the Floor
   a. Fellowship Deadlines – GS plans to follow our calendar
      - Alicia Bertone and Anika Anthony

Dean Bertone explained that recruiting the new class will now be handled in the spring, and existing student nominations will be due in the fall. The goal is that CAF allotments will be sent out in the summer so that each unit will know what they have. In accordance with AAU obligations, we need to strictly adhere to the April 15 deadline without any incentives. We do require a declination before a unit can reallocate. The offer is withdrawn if a response has not been received by the deadline. It was further explained that these fellowships are a contract, so yes or no responses are required.

Associate Dean Anthony reviewed the 2021-22 fellowship deadlines, and also shared that a fellowship workshop focused on recruitment will be held on November 10, and an open house will be held in December.
2021-22 Fellowship Deadlines:

- Presidential Fellowship
  o Nominations open: September 3, 2021
  o Nominations deadline: October 15, 2021
- Recruitment Fellowships
  o CAF Nominations open: August 30, 2021
  o EOIE Nominations open: October 4, 2021
  o UF, GE, Osmer, ENGIE-Axium Nominations open: November 29, 2021
  o EOIE Nominations deadline: December 30, 2021
  o UF, GE, Osmer, ENGIE-Axium Nomination deadline: January 20, 2022
    (upload all application packets by January 21, 2022)
  o Fellowships must be declined or accepted: April 15, 2022
  o CAF and UF Reallocation deadline: April 16, 2022
  o CAFs and UF Reallocations must be declined or accepted: April 30, 2022
- Dinius Fellowship
  o Applications open: February 7, 2022
  o Applications deadline: April 8, 2022

Dean Bertone further delineated the difference between CAFs and UFs, including the motive and assignments. The competition is designed to attract the best and brightest to Ohio State. Fellowships are designed so the student can dedicate 100% of their efforts toward their degree. Individual units can give supplemental pay, if needed. It will be an unusual circumstance in which there would be an exception granted to the policy.

4) Informational
   a. Ad Hoc Committee for Graduate School Issues – Alicia Bertone

Dean Bertone shared that the Faculty Senate Steering Committee recommended the creation of “an Ad Hoc committee to explore consolidating and strengthening the senate committee structure to support the graduate student experience.” She will represent the Graduate School on this committee.

Committee Charge

1. Study the needs of graduate students in their quest for successful and timely degree completion, and the extent to which these needs are being met.
   a. Solicit input from relevant stakeholders regarding problems encountered by graduate students.
   b. Solicit suggestions for solutions to these problems from these stakeholders.

2. Investigate the extent to which senate committees (and graduate council) are currently addressing the needs and concerns of graduate students, especially factors that affect completion and attrition.
3. **Make recommendations** about revising the current senate committee structure and/or duties, including those for the graduate council to ensure that issues that improve graduate student well-being in addition to timely and successful degree completion have a place to be addressed. Please provide a rationale for each recommendation.

5) **Other Topics From the Floor**

- Dean Bertone reminded the Council members that suggested topics for the agenda should be routed through Chair Fengyuan Yang. They will meet prior to each meeting to review suggestions and set the agenda.

- Jorge pointed out that the Grad Council page on the Grad Student website has not been updated for several years. Dean Bertone shared that dialogue is beginning to update the website, and will ensure that the site is updated with current information, including meeting minutes. As in the past, the minutes will be shared with the committee for approval. Dean Bertone also reminded everyone that the meeting is designed to encourage open dialogue, some conversations of which might not be available for public notice.

The meeting was adjourned at 12:38 pm.

*Revised: 10/19/21 @ 1:00 pm*