GRADUATE COUNCIL

Minutes of Meeting Held January 24, 2024

Present: Dean Kosteas, Professors Liu, Ayaburi, Sun, Gatica, Kumar, Zawahri, Rauschert, Slifkin, Kozlowski-Gibson, Jenkins, and Whitbred; Diane Kolosionek, and Shail Sheth

Guests: Stephanie Drcar, Elena Andrei, Julia Phillips, R. Clayton Wukich

Dean Kosteas called the meeting to order at 2:00 p.m.

1. Approve Agenda **– The agenda was approved.**

2. Approve Minutes
- a. December 5, 2023 **– The minutes were approved.**

3. New Business
- a. Curriculog proposals
  - **Mathematics, Accelerated Master's BA or BS/MS - 1110 - Fall 24 – Program change**
    - o Reduce the credit hours from 12 to 9 for double counting graduate coursework towards fulfilling undergraduate (BS or BA) and graduate (MS) degrees.
    - o **Approved**
  - **Physics, Accelerated Master's - 1110 - Fall 24 – Program change**
    - o The only change to the Physics Accelerated 4+1 BS/MS program is the reduction of the double-counted credits from 11 to 9.
    - o **Approved**
  - **Communication, Accelerated Master's BA/MACTM - 1110 - Fall 24 – Program change**
    - o Change program name: replace "Communication, Accelerated 4+1 BA/MACTM" with "Accelerated Master's in Communication"
    - o Limit the maximum number of graduate courses that can be taken as an undergraduate to 9
    - o Admission requirement: Replace the cumulative grade-point average of "3.25 or better" with "3.00 or better" and replace a minimum average of "3.25" in COM courses with "3.00" in COM courses.
    - o **Conditionally Approved – edits requested**
  - **Journalism and Promotional Communication, Accelerated Master's BA/MACTM - 1110 - Fall 24 – Program change**
    - o Change program name to "Accelerated Master's in Communication"
    - o Change the maximum number of double-counted credit hours allowed in COM4+1 from 12 to 9 during a student's senior year.
    - o Change admission requirements, including replacing GPA requirement (replacing 3.40 with 3.00) and modifying undergraduate credit hour requirement (see attachment)

- o **Approved**
- **Counseling, Chemical Dependency, Graduate Certificate - 1110 - Fall 24 – Program change**
  - o The certificate program name would be changed from "Chemical Dependency Counseling" to "Substance Use Disorder Counseling."
  - o The admissions requirements would be changed to allow for students with a bachelor's degree to enroll in the program. At present, only students with both a bachelor's degree <u>and</u> who are concurrently enrolled in a master's degree program in counseling or social work can enroll in the certificate program**.**
  - o **Conditionally Approved – edits requested**
- **Dual Resident Education Program, M.Ed. (with licensure for P-5 General Education, P-5 Intervention Specialist, and TESOL endorsement) - 1090 - Spring 24 – Program change**
  - o Change 1: Addition/deletion of courses.
    - a. Replacement of ETE 507 (which is a class that was never developed) with ETE 570 which is a technology course other educator preparation programs at CSU have their students take.
  - o Change 2: Change of exit requirement:
    - a. The exit requirement for the program will be DRE 605, Internship II-Teachers as Leaders successful completion instead of the current options of Comps, Thesis Project.
    - b. DRE 605 is equally rigorous to the current exit requirements that are listed on the Program of Study. In DRE 605, the students are using and applying everything that has been taught in the program, so DRE 605 will and can be their exit requirement.
  - o **Conditionally Approved – edits requested**
- **Urban Education PhD Admissions Change - 1110 - Fall 24 – Program alteration (no curricular content)**
  - o The Ph.D. in Urban Education has six specializations (Adult, Continuing and Higher Education; Counseling Psychology; Learning and Development; Policy Studies; School Administration; Teaching Chinese as a Foreign Language). We are proposing changes to the admissions for all specializations other than Counseling Psychology.
  - o We propose to make the GRE optional. To gain admission to the program, applicants will need to meet 2 of 4 possible admissions criteria in addition to having a 3.25 GPA in their master's degree (i.e., a thesis or peer-reviewed article, 1 graduate level research methods and 1 graduate level statistics course with Bs or better, or 3 years of professional/volunteer experience, or GRE scores at the 50th percentile or higher). We also added volunteer experience to the third criteria.
  - o Finally, we changed the prompt for applicants' personal statements to be more specific in the content of their statements to allow the committee to better understand them as applicants.
  - o **Approved**

- **Local Government Management, Graduate Certificate - 1110 - Fall 24 – Program change**
  - Change name from local urban management to:
    Local Government Management
  - Remove the following required course:
    UST 619   City Management
  - Remove the following electives:
    UST 603 Public Sector Economics UST 631 Law and Public Administration
  - Add the following electives:
    UST 585 GIS Principles
    UST 602 Program Evaluation (formerly Research Design & Program Evaluation)
    UST 607   Planning the City (formerly Planning History &Theory)
    UST 560 Community Development
    UST 610 (re)Developing Legacy Cities (formerly Development Process/Market Analysis) UST 613 Land Use Planning & Sustainable Development UST 617 Policymaking in the Public Interest (formerly Public Administration and the Political Process)
  - **Approved**
- **Nonprofit Management, Accelerated Master's BA/MNM - 1110 - Fall 24 – Program change**
  - Change name from Nonprofit Administration and Leadership, Accelerated 4+1 BA/MNAL to Nonprofit Management, Accelerated BA/MNM.
  - Double counting 9 instead of 18 graduate credit hours for both degrees per updated state/university requirements.
  - Expanding eligibility to all majors in the Levin School, including community planning, environmental studies, nonprofit administration, organizational leadership, public policy and management, or public safety management.
  - Course changes to this accelerated program mirror the changes already proposed to the regular degree program.
  - **Conditionally Approved – edits requested**
- **Nonprofit Management, Graduate Certificate - 1110 - Fall 24 – Program change**
  - Remove the following required course:
    UST 656 - Adv Topics Nonprofit Mngmt
  - Remove the following elective:
    UST 630 - Public Human Resources Management
  - Add the following electives:
    UST 551 - Fundraising and External Relations for Nonprofit Organizations
    UST 560 - Community Development
    UST 602 - Applied Program Evaluation (formerly Research Design & Program Evaluation)
    UST 604 - Power, Influence, and **Ethics in** the City (formerly Leadership, Management, and Organizational Behavior)
    UST 650 - Nonprofit Financial Management (formerly Financial Administration and Control of Nonprofit Organizations)
    UST 651 - Nonprofit Revenue Streams and Portfolios (formerly Fundraising and Revenue Generation)

- o Update CIP Code Added the Non-Profit/Public/Organizational Management CIP Code (52.0206)
- o **Approved**
- **Nonprofit Management, MNM - 1110 - Fall 24 – Program change**
  - o Change degree name:
    From Master of Nonprofit Administration and Leadership to Master of Nonprofit Management.
  - o Change minimum credit requirement from the current "39-43": To 41 with 33 from required courses, 8 from electives
  - o Remove the following from required courses: SWK 627 Program Evaluation (as an alternate for UST 602); UST 630 Public Human Resources Management; UST 656 Adv Topics Nonprofit Mngmt; UST 657 Advanced Fundraising and Philanthropy; UST 671 Urban Colloquium
  - o Add the following to required courses: UST 551 Fundraising and External Relations for Nonprofit Organizations; UST 579 Community Engagement & Participatory Methods (formerly Civic Engagement); UST 692 Capstone Seminar in Public Service (formerly Capstone Seminar in Public Administration)
  - o Add/keep the following to electives: UST 510 Proposal Writing; UST 519 Foundations of City Design (formerly Neighborhood Planning); UST 520 Applications of City Design (formerly Urban Design Seminar); UST 560 Community Development; UST 573 Columbus Seminar; UST 576 Historic Preservation; UST 585 GIS Principles; UST 593 Special Topics; UST 600 Public Administration in the City (formerly Foundations in Public Administration); UST 605 Regional Theory and Analysis; UST 607 Planning the City (formerly Planning History &Theory); UST 610 (re)Developing Legacy Cities (formerly Development Process/Market Analysis); UST 613 Land Use Planning & Sustainable Development; UST 617 Policymaking in the Public Interest (formerly Public Administration and the Political Process); UST 622 Economic Development Policy; UST 652 Environmental Policy & Administration; UST 656 Adv Topics Nonprofit Mngmt; UST 662 Housing Policy & Analysis (formerly Urban Housing Policy); UST 686 Smart and Sensible Global Cities; UST 688 Transdisciplinary Perspectives; UST 690 Urban Internship (with approval of Program Director); UST 696 Individual Research; DIV 514 Foundation of Diversity Management; ACT 501 Financial Accounting; ACT 584 Governmental & Institutional Accounting; ESC 505 Disability, Empathy, and Technology; EVS 506 Ecosystem Science; EVS 530 Climate Change: An Interdisciplinary Overview; PHL 600 Humanity and Emerging Technologies
  - o Remove GRE as a requirement for admission.
  - o Updated CIP code to 52.0206 which is the code for Non-Profit/Public/Organizational Management.
  - o **Conditionally Approved – edits requested**

- **Public Administration, Accelerated Master's BA/MPA - 1110 - Fall 24 – Program change**
  - o Change name from Public Administration, Accelerated 4+1 BA/MPA to Public Administration, Accelerated BA/MPA
  - o Double counting 9 instead of 18 graduate credit hours for both degrees per updated state/university requirements.
  - o Expanding eligibility to all majors in the Levin School, including community planning, environmental studies, nonprofit administration, organizational leadership, public policy and management, or public safety management.
  - o Course changes to this accelerated program mirror the changes already proposed to the regular degree program.
  - o **Conditionally Approved – edits requested**
- **Public Administration, MPA - 1110 - Fall 24 – Program change**
  - o Change minimum credit requirement: To 40 with 30 from required courses, 10 from electives
  - o Remove the following from required courses:
    UST 603 Public Sector Economics; UST 630 Public Human Resources Management; UST 634 Ethics in the Public Sector; UST 671 Urban Colloquium; UST 672 Urban Simulation; UST 683 Urban Issues in Action
  - o Add the following to required courses:
    UST 579   Community Engagement & Participatory Methods (formerly Civic Engagement); UST 602   Program Evaluation (formerly Research Design & Program Evaluation); UST 604   Power, Influence, and Ethics in the City (formerly Leadership, Management, and Organizational Behavior)
  - o Delete/remove all specializations.
  - o Add/keep the following to electives:
    UST 510   Proposal Writing;UST 519   Foundations of City Design (formerly Neighborhood Planning); UST 520   Applications of City Design (formerly Urban Design Seminar); UST 550   Nonprofit Management in the City (formerly Fundamentals of Nonprofit Admin & Leadership); UST 551   Fundraising and External Relations for Nonprofit Organizations; UST 560   Community Development; UST 573   Columbus Seminar; UST 576   Historic Preservation; UST 585   GIS Principles (prerequisite for UST 613); UST 593   Special Topics; UST 605   Regional Theory and Analysis;

UST 607   Planning the City (formerly Planning History &Theory); UST 610 (re)Developing Legacy Cities (formerly Development Process/Market Analysis); UST 613   Land Use Planning & Sustainable Development; UST 622 Economic Development Policy; UST 650   Nonprofit Financial Management (formerly Financial Administration and Control of Nonprofit Organizations); UST 651   Nonprofit Revenue Streams and Portfolios (formerly Fundraising and Revenue Generation); UST 652   Environmental Policy & Administration; UST 662   Housing Policy & Analysis (formerly Urban Housing Policy); UST 686 Smart and Sensible Global Cities; UST 688   Transdisciplinary Perspectives; UST 690   Urban Internship (with approval of Program Director); UST 696 Individual Research; DIV 514   Foundation of Diversity Management; ACT 501 Financial Accounting; ACT 584   Governmental & Institutional Accounting; ESC 505   Disability, Empathy, and Technology;   EVS 506   Ecosystem Science; EVS 530   Climate Change: An Interdisciplinary Overview; PHL 600 Humanity and Emerging Technologies

- o Change to admission requirements:
    Remove GRE from admission requirements.
  - o **Conditionally Approved – edits requested**
- **Urban Planning and Development, Accelerated BA/MUPD - 1110 - Fall 24 – New major program**
  - o This proposal creates an accelerated BA/MUPD option for Urban School majors.
  - o **Conditionally Approved – edits requested**
- **Urban Planning and Development, MUPD - 1110 - Fall 24 – Program change**
  - o Change minimum credit requirement: From 48 To 42 with 32 credit hours from required courses, 10 credit hours from electives
  - o Remove the following from required courses:
    UST 671 Urban Colloquium; UST 608 Planning for the Built Environment; UST 609 Planning Law
  - o Add the following to required courses:
    UST 519   Foundations of City Design; UST 601   Data Analytics for Social Impact (formerly Applied Quantitative Reasoning);   UST 610 (re)Developing Legacy Cities (formerly Development Process/Market Analysis)
  - o Delete/remove all specializations.
  - o Add/keep the following electives:
    UST 520   Applications of City Design (formerly Urban Design Seminar); UST 550   Nonprofit Management in the City (formerly Fundamentals of Nonprofit Admin & Leadership); UST 553   Environmental & Sustainability Planning; UST 560   Community Development; UST 573   Columbus Seminar; UST 576 Historic Preservation; UST 577 Regional Planning; UST 586 GIS Methods; UST 587   GIS Applications; UST 593   Special Topics; UST 600 Public Administration in the City (formerly Foundations in Public Administration); UST 602   Program Evaluation (formerly Research Design & Program Evaluation); UST 604   Power, Influence, and Ethics in the City (formerly Leadership, Management, and Organizational Behavior); UST 617   Policymaking in the Public Interest (formerly Public Administration and the Political Process); UST 622   Economic Development Policy; UST 652   Environmental Policy &

Administration; UST 662   Housing Policy & Analysis (formerly Urban Housing Policy); UST 690   Urban Internship (only with approval of Program Director); UST 696   Individual Research; CVE 542   Urban Transportation Planning; EVS 506   Ecosystem Science; EVS 530   Climate Change: An Interdisciplinary Overview

- o   Change to admission requirements:
  Remove GRE from admission requirements.
- o   **Approved**
- **Environmental Studies, Accelerated 4+1 BA/MA - 1110 - Fall 24**
  - o   Deactivate program.
  - o   **Approved**
- **Environmental Studies, JD/MA - 1110 - Fall 24**
  - o   Deactivate program.
  - o   **Approved**
- **Environmental Studies, MA - 1110 - Fall 24**
  - o   Deactivate program.
  - o   **Approved**
- **Historic Preservation, Graduate Certificate - 1090 - Spring 24**
  - o   Deactivate certificate program.
  - o   **Approved**
- **Urban Economic Development, Graduate Certificate - 1110 - Fall 24**
  - o   Deactivate certificate.
  - o   **Approved**
- **Urban Real Estate Development and Finance, Graduate Certificate - 1110 - Fall 24**
  - o   Deactivate the certificate program in Urban Real Estate Development and Finance.
  - o   **Approved**
- **Urban Studies/Urban and Regional Planning, MS with dual residency -1110-Fall 24**
  - o   Deactivate program.
  - o   **Approved**
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b.   Courses in Curriculog for approval
- UST 519, UST 520, UST 550, UST 601, UST 602, UST 607 (deleted by originator), UST 619, UST 650, UST 651, UST 671 - **Approved**
- UST 500, UST 510, UST 517 (deleted by originator), UST 551, UST 560, UST 579, UST 581, UST 600 (deleted by originator), UST 610, UST 617, UST 662, UST 762 – **Routed back to originators with requested revisions.**

4. **Graduate Council Representation & Standing Committees**
    a.   There were no update reports to allow time for curriculum proposals and discussion items.

5. **Discussion/action items**
    a. Graduate Assistants and Health Insurance
        - Graduate Assistant contracts for doctoral students on a full-time contract (20 hours per week of work) with tuition must also include 70% of the cost of single coverage in cases where students have student health insurance through the university.
        - When the contract is fully funded by department/college GA allocation dollars, the cost associated with health insurance coverage will be covered by the College of Graduate Studies using GA allocation dollars set aside by the Graduate Dean. The PI is responsible for covering the cost of health insurance for students funded on grant dollars for any future grants, starting with application dated on or after April 1, 2024. Grants received or applied for prior to this deadline are grandfathered in and the health insurance cost will be covered by the College of Graduate Studies. GAs funded on grants that do not allow for coverage of health insurance will be covered by the College of Graduate Studies.
        - **Graduate Council endorsed/approved this proposal**
    b. Deadlines for thesis/dissertation defense and submission of final document to grad studies.
        - In order to ensure timely processing of thesis and dissertation documents and degree posting, students must defend their thesis/dissertation by the end of the 10th week of the semester in fall and spring (end of the 7th week for summer semester) and the final document must be submitted to the College of Graduate Studies for format review by the end of the 13th week of the semester in fall and spring (10th week of summer semester). Exemptions from these deadlines may be granted by the Dean of the College of Graduate Studies in cases where the student's defense is delayed for unexpected reasons outside the student's control.
        - **Graduate Council endorsed/approved this proposal**
    c. Need to update Graduate Faculty requirements.
        - Reflect new college alignments
        - Should all PT instructor/adjunct applications go through committee or the grad dean?
        - Do we need to reevaluate the criteria for level 1; shouldn't be less stringent than standard workload requirements?
        - Should we be asking faculty to submit evidence that publications were peer reviewed or show some measure of journal/publisher quality to indicate the output is not a vanity or pay-to-publish outlet?
        - How does the committee evaluate "other" products (e.g. poems, works of visual art, songs, etc.)? Should the application require a letter of support from the department chair commenting on the creative outputs, as is required for PT/adjunct applicants?

6. **Updates/Announcements**

7. **Items for future discussion –** None

The meeting was adjourned at 4:00 p.m.

All materials for review before the meeting are available on the University Curriculog web site for access by Council Members. (https://csuohio.curriculog.com/proposals)