

GRADUATE COUNCIL

Minutes of Meeting Held November 30, 2021 via Zoom

Present: Dean Holcomb, Associate Dean Kosteas, Professors Porter, Smith, Phillips, Zhang, Forte, Kumar, Sotiropoulos, Sun, Matcham, Wendland, Bayachou, Weyman, Wukich, Resnick, and Hamlen Mansour; Kevin Neal, and Diane Kolosionek

Guests: Brian Yusko, Emily Rauschert

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

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

2. Approve Minutes

- a. November 10, 2021 – The minutes were **approved**

3. New Business

- a. Curriculog proposals

- **Adult, Professional & Higher Education Program, M.Ed.** – program change
 - Proposal to create a new track in the existing M.Ed. in Adult, Professional and Higher Education to be called Instructional Design and Technology. The track is focused on professionals interested in designing and developing educational programs that are mediated by technology. This includes educators who are engaged in online instruction in higher education, training and development, or community-based education geared toward adult learners. Emphasis will be on adult learning theories, online learning, instructional design and program evaluation--infusing the core concepts of adult learning with knowledge and skills developed in our existing educational technology courses.
 - **The proposal was approved**
- **Environmental Science, MS** – program change
 - Eliminating the concentrations because in practice, many of the courses are no longer offered.
 - Removing courses no longer offered and adding in new courses as electives.
 - Clarified how students can meet field and laboratory requirements.
 - Change the catalog introductory material, which was outdated and did not acknowledge that some students do a non-thesis capstone project and not a thesis.
 - Clarify the admissions requirements for students coming from a non-thesis background, as these were previously written in an ambiguous manner.
 - **The proposal was approved**

- b. Courses in Curriculog for approval

- **MKT 558, MUS 530, OTH 734 - Approved**
- **IST 502, IST 503, IST 504, IST 506, IST 664, IST 764 – Approved (one member abstained) going from 300/600 to 300/500 with the changes necessary, distinction between undergrad and graduate requirements enough for cross-listing**

4. Graduate Council Representation & Standing Committees --- Available reports

- a. Faculty Senate
 - Senators who are attending the meeting via Zoom are not allowed to vote or participate. The issue is Faculty Senate is sanctioned by the State of Ohio so any changes such as to allow remote voting would require amending the bylaws. A question can be sent via text to a Senator in the room who can ask the question in the meeting.
 - Is a vote by proxy possible? David Forte offered to look at this if someone would send him the information – our rules on voting compared to the state law.
- b. University Admissions & Standards
 - Items approved before by GC were approved and will move on to Faculty Senate
- c. University Curriculum Committee
 - No graduate level courses or programs were reviewed
- d. Graduate Faculty Review Committee
 - Recommendations by the Committee for FA21 applicants - **Approved**
- e. Petitions Committee
 - A few petitions were reviewed
 - Discussion item – guidance on petitions to extend degree completion time limits
- f. Grade Dispute Committee
 - Description update was approved previously but must wait for the next catalog before we can communicate those changes
- g. Program Review Committee – no updates
- h. University Research Council Committee – no updates
- i. Graduate Student Awards Committee
 - Determined lead for each award category and members are working on securing judges
 - Working to get the word out and asking faculty to encourage students to apply

5. Discussion items

- a. Discussion of the 4+1 program rule requiring students to enroll as a graduate student within one year of completing the undergraduate degree and whether we want to amend or eliminate the requirement.
 - Various options were discussed, and a motion was made to allow three semesters (including summer)
 - **The approved change: 4+1 students must register for graduate level classes within three semesters (including summer) after completing the bachelor's degree requirements**
- b. Guidance regarding petitions to extend degree completion time limits (see attachment)
 - Looking to provide more guidance to departments related to petitions – options that will be decided at the department level
 - When the department or petitions committee deem a student is not current on the skills/information covered by courses taken more than ten years prior to degree completion, the program may ask the student to retake the course or consider a variety of alternatives, including but not limited to:
 - Completing an independent study
 - Taking an exam (this includes written, oral, or experiential exams)
- c. Limiting internal transfer credits for 4+1 students. Proposal to limit or not allow transfer of graduate courses taken as an undergraduate student but not counted towards the undergraduate degree or applied to the 4+1 program.
 - If tuition rates are based on student status, what can be done to ensure graduate tuition is charged for the courses not double counted for a 4+1 program
 - The Bursar would have to address that – a way to charge different tuition for 4+1 students so they pay undergrad and graduate tuition for the classes

- This issue came up about ten years ago – it was changed and then it was changed back, but why? We will try to find historical information on this from around 2010 and then discuss it at a future meeting.

6. Updates/Announcements

- CSU Global – enrollment data was provided (table below), we will try to share information as we get it
 - CSU is 40% of the Shorelight portfolio, as of Fall 2021
 - Shorelight does not admit students – they pre-screen students based on our existing admission criteria and then bring the students to us for admission. Shorelight is doing the work of converting international transcripts and evaluating international credentialing.
 - We will be investigating the performance issues (this semester and past semesters) in certain programs – MCS and MIS – to determine if something is going awry that can be identified. Brian Davis, Associate Dean in the College of Engineering has agreed to work on this issue.

Term	Postgraduate	Undergraduate	Special Undergraduate programs (UStart/AAP)
Fall 2021 (787)	725 Total <ul style="list-style-type: none"> • 60 MCE • 5 SWE • 38 ECE • 45 Civil • 1 Eng Mechanics • 2 Enviro Eng • 9 Chemical • 4 BioMed • 374 CS • 186 Info Systems 	62(Biology, Business, Computer Science, Management, Mechanical Engineering, Pre Nursing, Public Safety Management)	10
Summer 2021(65)	65 total <ul style="list-style-type: none"> • 48 CS • 1 MCE • 16 Info Systems 	Not an option	None (these programs did not exist then.
Spring 2021(297)	271 Total <ul style="list-style-type: none"> • 128 CS • 6 SWE • 15 ECE • 2 Enviro Eng • 20 MCE • 1 Chemical • 1 Engr Mechanics • 22 Civil • 76 Info Systems 	26 (Pre-Engineering, Economics, Psychology, Computer Science, General Business, Film& Media Arts, Info Systems)	None (these programs did not exist then.

Fall 2020* (55)	41 total <ul style="list-style-type: none"> • 7 ECE • 5 MCE • 19 CS • 10 Info Systems 	14 (Pre Engineering, Pre Nursing, Health Science, General Business, Criminology)	None (these programs did not exist then.)
Summer 2020* (18)	18 Total <ul style="list-style-type: none"> • 14 CS • 4 Info Systems 	Not Available yet	None (these programs did not exist then.)
Spring 2020* (228)	228 Total <ul style="list-style-type: none"> • 17 Civil • 17 MCE • 4 Enviro Eng • 19 ECE • 8 SWE • 126 CS • 37 Info Syst 	Not available yet	None (these programs did not exist then.)
Fall 2019** (3)	3 (Computer Science)	-	-

*COVID Numbers Consulates were closed and it was hard to get to the United States during the summer and fall, some started virtually/remote and then made their way to campus subsequent semester.

** was a soft start with redirects from Dayton who were on a wait list there, all have graduated from CSU.

7. Items for future discussion

The meeting was adjourned at 3:35 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>)