



## GRADUATE COUNCIL

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### Minutes of Meeting Held September 17, 2020 via Zoom

*Present:* Dean Holcomb, Associate Dean Kosteas, Professors Porter, Smith, Phillips, Pourdavood, Kim, Lee, Forte, Kumar, Sun, Carnell, Sola, Matcham, Ekelman, Weyman, Hatch, Hamlen Mansour, Registrar Kevin Neal, Tatiana Nikitina

*Guests:* Joanna DeMarco, Heidi Meier, Wendy Green, Catherine Hansman, Linda Quinn, Myrita Wilhite

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

1. **Approve Agenda** – The meeting agenda was **approved**.
2. **Approve Minutes**
  - a. April 20, 2020 – The minutes were **approved**.
3. **New Business**
  - a. Curriculog proposals
    1. Communication Sciences and Disorders, MA program change
      - a. Change in name from the Speech and Hearing Program to Communication Sciences and Disorders.
      - b. Adding two required courses to the graduate curriculum, HSC 624 and 625 Interprofessional Healthcare Teams I and II to address changes in accreditation standards that now require formal interprofessional education.
      - c. Change in the number of credit hours required for graduation.
        - i. Proposing to be more transparent about the actual number of credit hours that are generally taken during matriculation through the graduate program which is significantly higher than what is being reported.
      - d. The program change was **approved**
    2. Health Sciences, MSHS program change
      - a. Remove HSC 503 from core course section and research/capstone sequence. Move those 3 credit hours to electives.
      - b. No pre-requisites are listed in the catalog for HSC 504 or HSC 692 so we will not need to submit modifications to those courses.
      - c. The program change was **approved**
    3. Mathematics, MS program change
      - a. Parallel courses to existing MTH courses added for the APSTAT specialization: STA593, STA597, STA693, STA697, STA696
      - b. Addition of Internship Courses to also meet CPT requirements: MTH690, STA690
      - c. Change to allow courses to count towards degree
      - d. Change exit project to either MTH696 or STA696
      - e. The program change was **approved**

4. Adult, Professional & Higher Education Program, M.Ed. program change
  - a. Change in program name from the *Adult Learning and Development M.Ed.* program to *Adult, Professional & Higher Education M.Ed.* program.
    - i. Key structural changes include: 1) reorganizing courses needed to fulfil core requirements; 2) reorganizing the options for specialization tracks; and 3) modifying exit requirements
  - b. The program change was **approved**
5. MBA program changes
  - a. Admittance of honor students
    - i. Students graduating with a 3.5 grade point average from the CSU Mandel Honors College are granted automatic admission to the College of Business Masters degree program.
    - ii. The program change was **approved**
  - b. Admission requirement for masters degrees
    - i. The GMAT may be waived if the following conditions are satisfied:
      - The applicant has an overall undergraduate GPA of at least 2.75 from ~~a College or University acceptable to Cleveland State University.~~ **\*Amendment: an appropriately accredited college or university.**
      - The applicant has taken two courses in college composition (both acceptable to the University) as an undergraduate and has earned an average grade of 3.0 in those courses
      - The applicant demonstrates successful completion of at least one college level mathematics course (acceptable to the University) above the level of College Algebra with a grade of at least B
      - The undergraduate degree has been earned within 10 years of applying to the program
    - ii. The program change was **approved with amendment indicated\***
- b. Courses in Curriculog for approval – **Approved**

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

- a. Faculty Senate
  - Second rep needed as current rep resigned position
- b. University Admissions & Standards – **representative needed**
- c. University Curriculum Committee – **representative needed**
- d. Graduate Faculty Review Committee
  - Meeting next week to review applicants from summer
- e. Petitions Committee
  - Working on scheduling
- f. Grade Dispute Committee
  - Working through the process
- g. Program Review Committee
  - Graduate College reps identified as internal reviewers
  - Scheduling in the spring typically
- h. University Research Council Committee – **representative needed**
- i. Graduate Student Awards Committee
  - Meeting next week to review guidelines and deadlines

## 5. Discussion items

- a. Doctoral degree requirements, graduate catalog, and student handbooks
  - At college/program level to advise of program requirements
  - Handbook cannot contradict the catalog
  - Student handbooks - Grad College would like to know where they are, what's in them and then be a resource to help other departments, see what other departments are doing to improve their own handbooks
- b. Graduate faculty status – Regular vs. Special
  - As an adjunct, visiting and part time faculty meeting the eligibility requirements stated in the bylaws may apply for non-voting graduate faculty membership.
  - Need to define Regular vs. Special and Voting vs. Non-voting – Associate Dean Kosteas to work on this clarification
- c. GRE for Fall 2021
  - Ongoing issues with access for testing as testing centers are not open
  - Reliable high-speed internet access a problem for many international students
  - In terms of access and equity for all students this seems to be a valuable approach
  - GRE/GMAT admission requirement was waived for Summer and Fall 2020
  - Propose that the GRE/GMAT admission requirement be waived for Summer and Fall 2021 – The University Admissions and Standards Committee approved it contingent on a vote from Graduate Council
  - Once approved by Graduate Council it can go to Faculty Senate
  - **Approved**

## 6. Announcements

- a. Graduate Director training
  - Associate Dean Kosteas working on resources to assist when faculty take on new roles/responsibilities
  - Plan to put together faculty led panels to gather information related to graduate advising, recruitment, and retention with representation from various program areas
- b. Graduate Assistant training
  - Associate Dean Kosteas plans to work on GA training resources for programs who are interested
- c. The new Director of Graduate Admissions and Diversity Initiatives begins on Monday.

## 7. Items for future discussion

- a. CSU 2.0 – special Graduate Council meeting to be scheduled prior to the next Graduate Council meeting based on deadline for response. Topic of discussion is to be the proposed merger of the College of Graduate Studies with the Office of Research.
  - Meeting scheduled for October 1, 2020 at 2:00 – 3:30 pm via Zoom

The next Graduate Council meeting is Friday, October 16, 2020 at 10:00 am – 12:00 noon via Zoom.

**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>)