The Wright State University Graduate Council met on April 23, 2015. Its standing committees met prior to that date.

I. REPORT OF THE DEAN

Research Report: The grand opening of the Neuroscience Engineering Collaboration building took place last week. The move-in process has begun. In the year-by-year comparison of research activity, we are on track to end the year a little ahead over last year. The new incentive program for faculty submission of major grant awards had a positive start – 30 incentives were awarded to faculty in five colleges.

Research Celebration: The event took place Friday, April 10, and primarily focused on undergraduate student research. Most of the colleges were represented. One well-received addition to the event was the industry panel comprised of four local business and community leaders.

Graduate Student Excellence Awards Program: The Awards Program took place Wednesday, April 22. More than 50 stellar graduate students received awards. Advisors, program directors, deans, family members and friends were in attendance to show their support.

II. REPORT OF THE ASSOCIATE DEAN

Reminder: Graduate Council election results are due to the Graduate School by May 1. Each college/school should elect one new faculty representative for a three-year term.

Graduate Council dates for 2015-2016:

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<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Sept. 24, 2015</td>
<td>2:00 p.m.</td>
<td>E157 SU</td>
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<tr>
<td>Oct. 29, 2015</td>
<td>2:00 p.m.</td>
<td>E163 SU</td>
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<tr>
<td>Nov. 19, 2015</td>
<td>2:00 p.m.</td>
<td>E156 SU</td>
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<tr>
<td>Feb. 18, 2016</td>
<td>2:00 p.m.</td>
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<tr>
<td>March 24, 2016</td>
<td>2:00 p.m.</td>
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<tr>
<td>April 21, 2016</td>
<td>2:00 p.m.</td>
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Update on administrative processes:

This summer/fall, the curriculum management workflow system will be replaced with an outside vendor product, Curriculog, and the university catalog will be replaced with Acalog. With the change in systems forthcoming, the Graduate School requests that programs and departments wait to submit new items into the workflow.

The university is in the very early stages of implementing an integrated Customer Relationship Management (CRM) system. The new CRM has the ability to coordinate communications, has analytic tools, and has an admission workflow system. The Graduate School will be transitioning to this system later this year.
III. COMMITTEE REPORTS

STUDENT AFFAIRS COMMITTEE

The Student Affairs Committee has completed the review of nominations for Graduate Council Scholars and Wright Fellows. All of the scholarships have been accepted. The 8 Graduate Council Scholars and 4 Wright Fellows represent almost all of the colleges. Both of the one-year scholarships include a full tuition waiver for 3 semesters and a stipend.

MEMBERSHIP COMMITTEE

The Membership Committee reported on the graduate faculty members approved.

POLICIES COMMITTEE

The Policies Committee recommended, and the Graduate Council approved, the following policy changes and new policies:

An addition to Policy 1.73: “Applicants may not submit, and graduate programs may not accept, other tests of English ability in place of these tests (TOEFL, IELTS, PTE) without prior permission from the Graduate Council.”

The removal of Policy 9.22 from the Graduate Policies Manual: “Because graduate certificates have a limited scope of credit hours, no course with a grade of ‘C’ or below can be applied towards a graduate certificate.”

A revision (underlined) to Policy 5.12: “M - Satisfactory - A temporary grade which indicates satisfactory progress and that a permanent grade will be assigned upon completion of a thesis, or course sequence. M grades may not be assigned to theses, dissertations, or similar capstone research projects.”

A revision (underlined) to Policy 8.27: “Before undertaking the dissertation, the student must (1) pass the qualifying examination, (2) be admitted into candidacy status, and (3) gain approval of the proposed dissertation topic from the student’s dissertation or advisory committee. Students must complete the dissertation within the time frame established for candidacy. All course work associated with the dissertation must earn a grade of "A", "B", or “P” in order to qualify the student for graduation; all grades for dissertation work will be given in each semester for which dissertation credit is awarded. The dissertation must be written in English.”

A new Policy 6.86: “All thesis work will be graded using the standard grading system (A/B/C/etc.) or Pass/Unsatisfactory in each semester for which thesis credit is awarded. These grades will factor into the student’s cumulative GPA as other grades do, and are subject to the same rules and standards.”
A revision (underlined) to Policy 6.22: “The Program of Study form should be prepared by the student’s academic advisor as early as possible in the student's program, preferably no later than the end of the first second term semester.”

A new Advising Policy 6.10: “A Graduate Academic Advisor is an individual (faculty or staff) affiliated with a graduate program and assigned to a graduate student. This advisor has primary responsibility for providing every opportunity for the student to succeed within the program. Graduate students should all be assigned an advisor no later than the beginning of their first semester. This assignment should be communicated to the student at the earliest possible opportunity, along with the advisor’s contact information. The advisor assignment should be recorded in the student’s Banner record (or the appropriate university student information system of record) by the graduate program. Individuals assigned as Graduate Advisors should have appropriate Graduate Faculty status, as spelled out in the Graduate Council Manual.”

A new Advising Policy 6.20: “Graduate students should expect to meet with their academic advisor as near the beginning of their studies as practicable, and at regular intervals thereafter – certainly not less than once per semester of active study.”

A new Advising Policy 6.30: “Thesis/dissertation/research project advisors (who may or may not be the same as the student's academic advisor) should register grades for the relevant courses in a timely fashion, especially for students who have applied to graduate and are at the end of their program. Failure to report grades in a timely manner may jeopardize that advisor’s privilege of advising graduate students in the future.”

A new Advising Policy 6.40: “Graduate program authorities (department chairs, graduate program directors, and the like) will monitor the progress of students in their programs on a term-by-term basis. Academic advisors will have access to this information regarding their advisees, and are expected to contact students when issues of concern are detected in such monitoring.”

A new Advising Policy 6.50: “Graduate programs should maintain a Handbook or other written set of Guidelines that specifies the nature and expectations of the program, important milestones and requirements, and standards for progress and success. Both advisors and students should have access to this document, which should be distributed to students at the beginning of their studies and remain easily accessible throughout.”

A new Advising Policy 6.60: “Graduate programs, and the Advisors within them, should communicate regularly with graduate students, both about the expectations of the program and about any issues or concerns that may have arisen. These should include communications at the beginning of students’ time of study (as with program orientations or similar experiences) as well as regular, ongoing dialogues to which all graduate students in the program have access.”
CURRICULUM COMMITTEE A

The Curriculum Committee A recommended, and the Graduate Council approved, the following new courses, course modifications, program of study for a new certificate, and full proposal:

**New Course Requests:** CMH 7170 and PTX 9200  
**Course Modifications:** PTX 7110 TO PTX 7002; PTX 7120 TO PTX 7011; PTX 7200 TO PTX 7003; PTX 7400 TO PTX 7020; PTX 7500 TO PTX 7010; PTX 7600 TO PTX 7000; PTX 8100 TO PTX 8004; PTX 8120 TO PTX 8006; PTX 8200 TO PTX 8013; PTX 8300 TO PTX 8014; PTX 8400 TO PTX 8016; PTX 9000 TO PTX 7012; PTX 9120 TO PTX 7021; and PTX 9220 TO PTX 7022  
**Program of Study (new certificate):** Emergency Preparedness (in Community Health Dept.)  
**Full Proposal:** Ph.D. in Electrical Engineering

CURRICULUM COMMITTEE B

The Curriculum Committee B recommended, and the Graduate Council approved, the following new courses, course modifications, and modified programs of study:

**New Course Request:** CNL 7261, CNL 7801, ED 7970, and SW 7610  
**Course Modifications:** CNL 7260, CNL 7800, ED 7990, ED 8200, GEO 6410, and GEO 6430  
**Modified Programs of Study:**  
- CNL Marriage and Family Counseling (M.S.)  
- CNL School Counseling (licensure)  
- ED Advanced Studies (M.Ed.)  
- EDS Gifted Intervention Specialist (endorsement)  
- ENG TESOL (B.A./M.A.)  
- RHB Clinical Rehabilitation Counseling (M.R.C.)

IV. GRADUATE STUDENT ASSEMBLY (GSA)

The Graduate Student Assembly (GSA) recently concluded the second round of grant awards. Eleven applications were received, and a total of ten Original Work and Professional Development grants were awarded. The GSA has also elected a new president and grant chair for 2015-2016.