

**WRIGHT STATE UNIVERSITY**

**GRADUATE COUNCIL MEETING**

**March 16, 2017**

**I. The meeting was called to order at 2:05 p.m.**

*Voting Members and Alternates present:*

BSoM: Andrew Froehle, Michael Markey, Matthew Peterson

CEHS: Hannah Chai, Sharon Heilmann

CECS: John Gallagher, James Menart

CoLA: Jacqueline Bergdahl, Laura Luehrmann, Alpana Sharma, Drew Swanson (alternate, non-voting)

CoNH: Tracy Brewer, Bobbe Gray, Misty Richmond

CoSM: Scott Baird, Lynn Hartzler, Mill Miller, Scott Watamaniuk (alternate, non-voting)

RSCoB: Anand Jeyaraj, Zdravka Todorova

SoPP: Janeece Warfield

*Non-Voting Ex-Officio Members present:*

Bill Ayres (chair), K.T. Arasu, Frank Ciarallo, Preston Eberlyn, Erika Gilles (scribe), Deb Poling, Arnab Shaw, Sheila Shellabarger, and Jim Tomlin.

*Other Attendees:*

Amanda Steele-Middleton and Michelle Vaughan

**II. Approval of Minutes**

The minutes of the Feb. 9, 2017 meeting were approved as written without comment or correction.

**III. Report of the Associate Dean (R. Ayres)**

It is the time of year for Graduate Council elections. Membership information and term expirations will be sent to the deans and associate deans next week. If any current Graduate Council representative will be on professional leave next year, please be sure to ask your college to name a replacement.

The annual Graduate Student Excellence Awards Program will take place Wed. April 12 at 4 p.m. in the Apollo Room. Graduate programs and departments have been asked to select one recipient per degree program. The student information should be submitted to the Graduate School by March 22.

The annual Celebration of Research, Scholarship & Creative Activities will take place on Friday, April 21. A big thank you is extended to Scott Baird for volunteering to lead the event. Abstracts are currently being collected; if you have not received the event announcement, please contact Dr. Baird.

The Graduate Student Assembly is also hosting a Research Symposium. This new event will take place on Monday, April 17. Applications are still being accepted.

Please encourage your graduate students to participate in one, or both, of these research events.

On behalf of the Faculty Senate Executive Committee, Dr. Ayres announced that as part of the Quadrennial Review, the Senate is considering a couple of recommendations regarding the Graduate Council: (1) Add a faculty co-chair of the Graduate Council elected from the Graduate Council membership, and (2) Merge the two curriculum committees into one committee.

#### **IV. Committee Reports**

##### **a. Student Affairs Committee (S. Heilmann)**

The Student Affairs Committee met to review seven Graduate Council Scholar nominations. Two of the seven students had not yet applied to Wright State; those nominations were not considered. The remaining five nominations were rank-ordered and scholarship offers were presented to the top four on the list. The deadline for the second round of nominations is March 22. Four additional students will be selected for the Grad Council Scholar award in the second round.

The deadline for Wright Fellow nominations is also March 22. Four students will be selected for this scholarship program.

##### **b. Membership Committee (B. Gray)**

Since the last Graduate Council meeting, a total of six graduate faculty memberships were approved; three by the Dean of the Graduate School and three by the Membership Committee.

Dr. Gray mentioned that the Committee is still collecting feedback on a new version of the membership nomination form. Dr. Gray posed a question to the Grad Council: Should the minimum level of education required for adjunct graduate faculty membership be set at a master's degree or at least 18 graduate credit hours in the discipline in which the nominee would be teaching (an HLC minimum requirement)? Discussion revealed a preference for leaving a master's degree as the standard minimum education requirement and allowing other situations to be exceptions evaluated on a case-by-case basis.

##### **c. Policies Committee (S. Baird)**

###### ***Policy 5020.1 General Requirements for Graduate Admission***

On behalf of the Policies Committee, S. Baird moved to approve the following amendment to Policy 5020.1 that will allow individual graduate programs to request permission to use an outside entity to collect official admission documents:

*Applicants must submit official documentation as evidence of meeting the following Graduate School admission requirements. Programs that wish to partner with outside entities to handle official documentation must submit a request to do so to the Graduate School. Such requests must be approved by both the Graduate Council and the Graduate School Dean. Programs may have requirements over and above those of the Graduate School.*

- A. Completion of a bachelor's degree program at an appropriately accredited academic institution or at an academic institution with high academic standards deemed appropriate and acceptable by the Wright State academic program to which the student is applying.*

- B. *Academic preparation for the declared field of study that is acceptable to the graduate program concerned (degree program candidates).*
- C. *Proof that the applicant has the minimum undergraduate grade point average (GPA) established by the Graduate School for an admission category.*

*In addition to the Graduate School requirements supplementary documentation may be required by a graduate degree program.*

*Students having master's or other advanced degrees, or who have previously completed 12 quarter or 9 semester credit hours at the graduate level with an overall graduate grade point average of 3.0, from an appropriately accredited academic institution or an academic institution with high academic standards deemed appropriate and acceptable by the Wright State academic program to which the student is applying may be admitted into Wright State graduate programs in regular status regardless of their undergraduate grade point averages provided the appropriate academic departments or programs recommend them for admission.*

Discussion: This amendment is in response to a request from the Master of Public Health (MPH) program. Similar to the single application system for medical schools, public health programs are joining a central application system. Wright State's MPH program would like to be a part of that system. This policy amendment is the first step in allowing the program to do so. R. Ayres called for a vote. Vote: All in favor. The amendment to Policy 5020.1 will be forwarded to the Provost for his review.

#### ***Policy 5515.1.11 Thesis and Policy 5720.7 Dissertation***

On behalf of the Policies Committee, S. Baird moved to approve the following amendments to Policy 5515.1.11 and Policy 5720.7 that will require the thesis defense and dissertation defense to be completed by the last day of Final Exam Week for the student to be eligible to graduate in that semester and to be eligible to attend commencement:

***5515.1.11*** *A student desiring to participate in any graduation ceremony must ~~either have turned in his/her final thesis/dissertation copy or have scheduled the defense with the committee prior to the graduation date. The defense date may occur within the 30-day period following graduation.~~ defend her or his thesis (5515.1.7) by the last day of Final Exam week of the semester (last day of classes in the case of Summer semester) in order for the student's degree to be awarded in that semester and in order to participate in the graduation ceremony. The department should notify the Graduate School, by memorandum prior to the graduation ceremony, of the scheduled defense date.*

***Policy 5720.7*** *The dissertation is an original contribution to scholarly or scientific knowledge in a specialized area. Students are expected to demonstrate in the dissertation the highest level of mastery in the techniques of research and a thorough understanding and application of the subject matter.*

*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.*

*The final defense of the dissertation will normally be open to the public. The dissertation committee may also elect to privately question the candidate following the public presentation. The program's graduate committee will establish the procedures for the defense of the dissertation. The dissertation must be approved by at least three (3) members of the dissertation committee. The dissertation defense must occur by the last day of ~~classes~~Final Exam week of the semester (*last day of classes in the case of Summer semester*) in order for the student's successful completion of the degree to be awarded in that semester. This requirement also governs the student's ability to participate in the graduation ceremony in that term: in order to participate in the graduation ceremony, the student's dissertation defense must be held by the final day of ~~classes~~Final Exam Week in that semester (*last day of classes in the case of Summer semester*).*

Discussion: These policies only refer to theses and dissertations, not culminating projects or the Doctor of Nursing Practice program. However, program by-laws can set similar requirements. The 30-day grace period beyond graduation is still available for final thesis and dissertation formatting, approval, and submission to OhioLINK. If these amendments are approved, they will not go in effect until either Summer or Fall 2017 semesters. R. Ayres called for a vote. Vote: All in favor. The amendments to Policy 5515.1.11 and Policy 5720.7 will be forwarded to the Provost for his review.

**d. Curriculum Committee A (R. Ayres for M. Bashaw)**

On behalf of the Curriculum Committee A, R. Ayres moved to approve the following new course requests: CEG 7580, CEG 7980, CEG 7990, CS 7980, CS 7990, EE 7810, NUR 7352, and NUR 7354. No discussion. R. Ayres called for a vote. All in favor. Motion passed.

On behalf of the Curriculum Committee A, R. Ayres moved to approve the following course modifications: NUR 7351 and NUR 7353. No discussion. R. Ayres called for a vote. All in favor. Motion passed.

On behalf of the Curriculum Committee A, R. Ayres moved to approve the program of study modifications for the MS Nursing Pediatric Nurse Practitioner Acute Care program and the Pediatric Nurse Practitioner Acute Care certificate program. No discussion. R. Ayres called for a vote. All in favor. Motion passed.

**e. Curriculum Committee B (A. Jeyaraj)**

On behalf of the Curriculum Committee B, A. Jeyaraj moved to approve the following new course requests: ABS 7240, CNL 7651, COM 6810, GR 5510, GR 5530, GR 6510, GR 6530, GR 6550, GR 6570, LAT 5510, LAT 5530, LAT 5550, LAT 5570, LAT 6510, LAT 6530, and LAT 6550. No discussion. R. Ayres called for a vote. All in favor. Motion passed.

On behalf of the Curriculum Committee B, A. Jeyaraj moved to approve the following course modifications: DOS 9010, DOS 9030, DOS 9040, DOS 9060, and ED 6675. No discussion. R. Ayres called for a vote. All in favor. Motion passed.

On behalf of the Curriculum Committee B, A. Jeyaraj moved to approve the following program of study modifications:

1. CNL School Counseling
2. EDS Intervention Specialist – Mild to Moderate
3. EDS Intervention Specialist – Moderate to Intensive
4. EDS Intervention Specialist – Early Childhood

No discussion. R. Ayres called for a vote. All in favor. Motion passed.

#### **V. Graduate Student Assembly (P. Eberlyn)**

Preston thanked Dr. Baird for collaborating with the Graduate Student Assembly (GSA) with the planning for the parallel research celebration events. The GSA's Research Symposium will be held on April 17 from 4-7pm in the Apollo Room (Student Union). Graduate students can apply to give a presentation on their research or to claim a spot for a poster to present their research. Applications are due March 24; the GSA has received 15 applications so far.

The GSA Spring Grant application is also open for the Professional Development and Original Work grants. The deadline to apply is March 24 by 5pm. Graduate students who are registered for a minimum of one credit hour are eligible. As long as the application is completed correctly, students have a good chance of receiving a grant award. Please encourage students to apply.

**VI. Old Business** – None.

**VII. New Business** – None.

**VIII. Discussion/Announcements** – None.

**IX. The meeting was adjourned at 2:45 p.m.**

Final Graduate Council meeting of the academic year: April 13, 2017, 2 p.m., E156 SU