

## WRIGHT STATE UNIVERSITY

### GRADUATE COUNCIL MEETING

April 19, 2018

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

##### *Voting Members and Alternates present:*

BSoM: Andrew Froehle, John McAlearney, Matt Peterson, and Mike Markey (alternate, non-voting)

CEHS: Hannah Chai, Suzanne Franco, and Sheri Stover

CECS: Michael Raymer and Arnab Shaw

CoLA:

CoNH: Marie Bashaw, Misty Richmond, and Brenda Young (by Skype)

CoSM: Kathrin Engisch, Lynn Hartzler, Mill Miller, and Scott Watamaniuk (alternate, non-voting)

RSCoB: Andrew Beauchamp and Jim Hamister

SoPP:

Lake Campus: Joe Cavanaugh

##### *Non-Voting Ex-Officio Members present:*

Barry Milligan (interim dean and chair), K.T. Arasu, Frank Ciarallo, Travis Doom, Elizabeth Fox (GSA), Erika Gilles (scribe), Deb Poling, Sara Seibert (GSA) and Amanda Steele-Middleton.

#### II. Approval of Minutes

The minutes of the March 15, 2018 meeting were approved as written without comment or correction.

#### III. Report of the Interim Dean (Barry Milligan)

**VPR Search** – The search firm that conducted the provost search will oversee the search for a new VP Research. The VPR position description will be determined by the new provost and by input from the university community. The search will possibly launch in the fall. No change has been announced regarding plans to hold a search for Graduate School Dean after the VPR search.

**Faculty Senate Graduate Committees** – The preliminary membership lists for the new Faculty Senate graduate committees were shared with the Graduate School today. Thanks were expressed to the Graduate Council members who have been willing to provide continuity by serving on these new committees. It is important that the committee membership consist of faculty members who have a direct stake in and understanding of graduate education.

**Graduate Student Excellence Awards Program** – The annual event took place yesterday afternoon. Thanks to all who nominated students, who served as advisors, and who attended the event in support of the student awardees.

**Curriculog Corner** – A Curriculog working group has been formed. The group will meet this summer to look for ways to streamline the process and to make system updates. Feedback is welcome; please email questions/concerns/suggestions to Amanda Steele-Middleton.

#### IV. Committee Reports

- a. **Student Affairs Committee (Mike Raymer)** – The Student Affairs Committee met to review the applications for the 2018-2019 Wright Fellow and Graduate Council Scholar scholarship programs. To date, three of the four Wright Fellow offers have been accepted and six of the eight Graduate Council Scholar offers have been accepted. At the meeting, the Committee also identified ways to improve the nomination process. Their recommendations include requiring graduate programs to select different students for the Wright Fellow and Grad Council Scholar programs (one student should not be nominated for both scholarships) and holding only one round of nominations for the Graduate Council Scholars to mirror the process for the Wright Fellows. The Committee also recommends an earlier nomination deadline.
- b. **Membership Committee (Hannah Chai)** – The Committee reviewed and approved four adjunct graduate faculty nominations since the last Graduate Council meeting. The interim dean reviewed five applications for graduate faculty membership. Three were approved for adjunct membership and two for regular membership.

Dr. Milligan added that faculty credentialing has received more scrutiny this year due to HLC concerns. Lack of clarity in the criteria for graduate faculty membership has been one area of focus and will likely be on the membership and policies committees' agendas next year.

- c. **Policies Committee (Marie Bashaw for John Gallagher)** – The Policies Committee met once to consider revisions to the scholarship language in Policy 5130. On behalf of the Policies Committee, Dr. Bashaw moved to approve the following changes in Policy 5130:

#### Policy 5130 Graduate ~~Scholars and~~ Scholarships

##### 5130.1 General Policy

The colleges/schools annually award scholarships through the Graduate School and the Office of Financial Aid. The scholarships may be awarded to academically qualified new incoming graduate students who have at least a 2.70 cumulative undergraduate grade point average and have been admitted in regular status into a degree or certificate program. Scholarships can be used for recruitment of new students or retention of existing students who have excellent records in their graduate studies.

Students receiving a scholarship are ~~referred to as graduate scholars. They are~~ not expected to perform work other than attend classes and perform related research. Graduate ~~scholars~~ students are required to maintain a 3.0 cumulative graduate grade point average in order to remain on the scholarship.

##### 5130.2 Length of Appointment

~~Scholars normally receive a two year appointment usually beginning with the Fall term. The scholarship may not be awarded for more than two years. Students do not have to attend the Summer Term in order to maintain their scholarships.~~

##### 5130.3~~2~~ Minimum Credit Hour Requirement

~~Scholars do not have to register during the Summer Term~~ Minimum credit hour requirements are set by the terms of the scholarship. All credit hours covered by a Graduate Scholarship must be related to the ~~scholar~~tudents' programs of study.

### 5130.43 Tuition Remission

Graduate scholarship recipients are granted partial or full tuition remissions for instructional fees up to a maximum of twelve semester hours (laboratory and other program fees are not covered). The amount of the tuition covered is determined by the student's college or school or by the terms of the scholarship.

### 5130.54 Off Campus and on Campus Employment

Scholarship recipients may hold on and off campus employment unless otherwise restricted (e.g., some visas restrict employment).

### 5130.65 Sponsored International Students

International students who are sponsored by Fulbright or other sponsorship programs will be awarded tuition scholarships sufficient to cover 30% of full-time tuition up to twelve semester hours. These scholarships are subject to the policies contained in this section, as well as to the regulations of the sponsoring agency.

### 5130.6 Graduate School Scholarships

The Graduate School annually administers a program of Graduate School Scholarships. These awards are given to outstanding students who are recruited to begin their graduate studies at Wright State. Students receiving these scholarships are referred to as Graduate Council School Scholars. Graduate Council School Scholars receive a full tuition scholarship plus a stipend, in an amount set annually by the Graduate School. They are not expected to perform work other than attend classes and perform related research. Graduate Council School Scholars are required to remain in good academic standing in order to remain on the scholarship.

### 5130.7 Wright Fellow Scholarships

The Graduate School also annually administers a program of Wright Fellow Scholarships. These awards are given to high-quality, underrepresented minority graduate students who are recruited to begin their graduate studies at Wright State. Students receiving these scholarships are referred to as Wright Fellows. Wright Fellows receive a full tuition scholarship plus a stipend, in an amount set annually by the Graduate School. Recipients are not expected to perform work other than attend classes and perform related research. Wright Fellows are required to maintain a 3.0 cumulative graduate grade point average remain in good academic standing in order to remain on the scholarship.

### 5130.78 Summary of Graduate Scholarships

Students who are awarded scholarships are entitled to a partial or full tuition remission for instructional fees up to a maximum of twelve semester hours (not including laboratory or other program fees). Tuition remissions are not authorized for audited or undergraduate courses. However, a tuition remission may be used for undergraduate courses if the courses are recommended by the graduate program and are directly germane to the students' graduate programs of study. Graduate scholarship recipients will be authorized a tuition remission only for the number of terms that were granted to them by the scholarship award (no more than two academic years). The completion of degree requirements terminates the scholarship award for any unused terms.

Students not completing the terms of their scholarship awards; such as having less than a 3.0 cumulative graduate grade point average, etc. will lose their scholarship awards. Normally, the scholarships will be terminated the term following the non-complying action. Students do not have to take any minimum number of hours of credit in the Summer Term (or attend) in order to maintain their scholarship award.

### Graduate Council Scholar and Wright Fellow Scholarships

#### **Policy Number**

5140

#### **Executive Responsibility**

Dean of Graduate School

Graduate Council

#### **Functional Responsibility**

Graduate School

#### **5140.1 General Policy**

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#### **5140.2 Eligibility**

~~Graduate Council Scholar and Wright Fellow Scholarships are used for the recruitment of students into graduate programs oversee by the Graduate School. To be nominated, students must meet the following criteria:~~

- ~~A.—The nominee must have an undergraduate GPA of 3.3 or higher.~~
- ~~B.—The nominee is being recruited into a graduate program (master's or doctoral) that is overseen by the Graduate School. Students recruited into professional doctorates (MD, PsyD) that fall outside the purview of the Graduate School and the Graduate Council are not eligible.~~
- ~~C.—The nominee has not already started graduate study in the program in question. Continuing students are not eligible for Graduate Council Scholarships.~~

#### **5140.3 Nomination & Selection Procedure**

~~Students are nominated for the Graduate Council Scholars program by a member of the graduate faculty in the program to which they are applying. Nominations must include:~~

- ~~A.—A Nomination Form~~
- ~~B.—A Statement of Purpose from the student, indicating his/her interest in the graduate program to which he/she is applying, his/her interest in the Graduate Council Scholars~~

~~program, and any future plans (intention for further graduate study, career aspirations, etc.)~~

~~C. A Statement of Support from the nominating faculty member, indicating why this particular student should be considered for the Graduate Council Scholars program. Nominations are collected by the Graduate School office, which forwards them to the Student Affairs Committee of the Graduate Council for consideration. The Student Affairs Committee selects awardees and alternates and sends these recommendations to the Graduate School. With the concurrence of the Graduate School Dean, the Graduate School sends letters of offer to the awardees. The timeline for this process (including deadlines and decision points) is set annually by the Student Affairs Committee in consultation with the Graduate School. In all cases, decisions will be made to give awardees adequate time to consider the award ahead of the April 15 acceptance deadline stipulated by the Council of Graduate Schools.~~

Discussion: Length of appointment was deleted because it varies by program. Minimum terms of eligibility were set, but specific scholarship terms can always be set higher. Clarification was added to distinguish between scholarships for new and continuing students. Some deletions reflect the effort to remove procedures from policy.

After discussion, Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

**d. Curriculum Committee A (John McAlearney)**

Dr. McAlearney expressed his thanks to the Curriculum Committee A members.

On behalf of the Curriculum Committee A, Dr. McAlearney moved to approve the new course request: PTX 8008. No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

On behalf of the Curriculum Committee A, Dr. McAlearney moved to approve the following course modifications: ASM 7370, ASM 7571, ASM 7771, ASM 7871, EGR 7910, IHE 6510, IHE 6510L, IHE 7910, NUR 7313, PPH 7430, PPH 7510, PPH 8110, PPH 8210, PPH 8220, PPH 8230, and PTX 7010. No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

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

1. M.S. Nursing: Administration of Nursing and Health Care Systems
2. Certificate: Big and Smart Data Sciences
3. Master of Science in Electrical Engineering

No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

On behalf of the Curriculum Committee A, Dr. McAlearney moved to approve the programs of study for the following new programs:

1. Certificate in Aerospace Medicine
2. M.S. Interdisciplinary Applied Science and Mathematics (within IASM PhD program)

Discussion: Students who do not pass the candidacy exam will have the option to earn the M.S. degree. The master's degree was part of the original doctoral program proposal approved by the State, but was not separately approved at that time. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

**e. Curriculum Committee B (Jim Hamister) –**

Dr. Hamister expressed his thanks to the Curriculum Committee B members.

On behalf of the Curriculum Committee B, Dr. Hamister moved to approve the following new course requests: ED 6110, ED 6120, MKT 7820, MKT 7950, MKT 7970, and PLS 6819. No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

On behalf of the Curriculum Committee B, Dr. Hamister moved to approve the following course modifications: EC 7190, ED 6010, ED 6130, ED 6140, ED 7560, ED 7650, ED 7800, ED 7810, ED 7820, and URS 7060. No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

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

1. M.Ed. Intervention Specialist: ECIS
2. M.Ed. Intervention Specialist: Mild to Moderate
3. M.Ed. Intervention Specialist: Moderate to Intensive
4. Endorsement: Middle Childhood Education Generalist
5. M.Ed. Middle Childhood Education

No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

On behalf of the Curriculum Committee B, Dr. Hamister moved to approve the programs of study for the following new programs:

1. M.Ed. Exceptionalities
2. M.S. Marketing Analytics and Insights

No discussion. Dr. Milligan called for a vote. Vote: All in favor. Motion passed.

Dr. Milligan expressed special thanks to both curriculum committees. It was a challenging year working with the new Curriculog curriculum system.

**V. Graduate Student Assembly (Sara Seibert and Elizabeth “Betsy” Fox)**

The Graduate Student Assembly (GSA) received a total of 45 grant applications from students in CECS, CEHS, CoLA, CoSM, and SoPP: 34 for the Professional Development grant and 11 for the Original Work grant. Approximately \$23,000 in funding is being sought; the GSA only has \$7500 to award. The GSA will be meeting next week to make the award decisions.

The GSA served as moderators, judges, and facilitators at the annual Symposium of Student Research, Scholarship, and Creative Activities held April 13. The event included 80 student presenters. It was a good event to raise awareness of the GSA.

The 2018-2019 board elections have been held. All GSA leadership positions have been filled. Sara Seibert has been named the Policies Chair. In that role, she will also serve as the Graduate School Senator in the Student Government. She will have the ability to make suggestions and to vote. The full slate of elected officers is as follows:

President - Michelle Wang

Vice President - Cara Zinn

Treasurer - Clayton Buckner  
Secretary - Sarah Runyan  
Policies Chair - Sara Seibert

Dr. Milligan thanked Sara and Betsy (and this year's president, Daniel Bashore) for their yeomen's work to revive the Graduate Student Assembly. He also expressed appreciation for their help with the Graduate Student Excellence Awards Program. And he had special thanks to Sara who has been serving as the graduate student representative on the University's Strategic Planning Committee.

**VI. Old Business – None**

**VII. New Business – None**

**VIII. Discussion –**

Dr. Milligan provided the following report on the "State of the Graduate School":

Challenges:

- Discontinuity of Graduate School leadership. The dean was separated from the vice president of research, but the dean is still interim.
- Reduced staff. Able to maintain close-to-normal operations with cross-training and shared responsibilities.
- Reduced budget.
- New governance structure. Working closely with the Faculty Senate to ensure smooth transition.
- The need to revise and rationalize graduate student funding. The current practices have discontinuities, lack metrics, and are perceived as lacking fairness.
- No regular graduate program review. Systematic review is important to keep the programs healthy and to meet ODHE requirements.
- The need for better means for systematic program development. Participating in the Chancellor's Council for Graduate Studies (CCGS) has been very educational for Dr. Milligan. An added challenge: As he was learning the program development process, the approval process was undergoing change.
- Inefficient paper processes for petitions, assistantships, and programs of study. Opportunities for electronic processes are being considered and at least one is underway (moving graduate degree programs into U.Achieve).

Opportunities:

- Graduate School leadership consolidated into one position.
- Excellent and dedicated staff in the Graduate School: Jason Champagne, Associate Director of Graduate Recruitment and Retention; Lisa Lewandowski, Associate Director of Admissions; Erika Gilles, Assistant Director of Graduation & Administration; Gwana Snell, Graduate Assistantship Coordinator; Jenny Daws, Student Services Specialist; Beverly Mason and Catherine Driver, Admission Record Technicians.
- Adjustments to graduate student funding can strengthen graduate education.
- Dedicated graduate faculty and staff.

**IX. The meeting was adjourned at 3:00 p.m.**