

**Graduate Council Minutes  
December 11, 2007**

***Call to Order, Roll, Approval of Minutes***

- Present:** Jamie Barlowe, Barbaranne Benjamin, Dwayne Demedio, Michael Dowd, Jeanne Funk, Hans Gottgens, Mohamed Hefzy, Wayne Hoss, Patricia Komuniecki, Morris Jenkins, Sara Lundquist, Susan Martyn, Anastasia Mirzoyants (GSA), Sam Okoroafo, Walter Olson, Patricia Relue, Constantine Theodosiou, Frederick Williams
- Excused:** Michael Bisesi, Karen Bjorkman, Marie Coleman, Ruth Hottell, Marietta Morrissey, Joan Kaderavek, Danny Pincivero
- Unexcused:** Donald Beeman (2), Frank Calzonetti (1), John Gaboury (2), Susan Martyn (4), Dale Snauwaert (2)

The Minutes of November 27, 2007, meeting were approved.

***Report of the Executive Committee of the Graduate Council and the Dean of the Graduate School***

Dr. Theodosiou reported he had attended the Council of Graduate Schools annual conference in Seattle, Washington. There was discussion on refocusing graduate education noting that 80% of work is at the master's level. There is a national trend to develop professional master's degrees and doctoral degrees, with the typical time to degree between three to five years.

Dr. Theodosiou said there have been continued discussions with the Provost and Registrar concerning the issue of full-time graduate enrollment, 9 vs 12 vs 15 hours. The Graduate College recommends 12 hours for full-time graduate assistants. The Provost thinks that philosophically graduate students should not take more than 9 hours. At BGSU the minimum full-time is 8 hours, however, their graduate assistants are required to have 12 hours. Definitive hours must be included in the Banner system and in the catalog. We will continue using 12 hours for spring semester 2008 as we are currently using this fall semester. On the Health Science Campus all Ph.D. students are supported. Dr. Patricia Komuniecki added it is her understanding they are fully supported for the first year and receive half support the 2<sup>nd</sup> year and they have research assistants and graduate assistants not teaching assistants.

Dr. Theodosiou will notify college deans of the minimum number of graduate credit hours required for graduate assistants during spring semester 2008 while the longer term issue is still being visited.

[Motion – approved unanimously]

**Resolution: Graduate Council endorses the concept of full-time graduate student status as a minimum of 12 hours credit hours unless special circumstances dictate otherwise.**

***Information and Discussion Items***

**Minimum Documentation Needed for New Graduate Course Proposals**

Dr. Relue, chair of the Graduate Curriculum Committee, sought Council input on required forms for submission of new graduate course proposals noting that Faculty Senate requires a full syllabus for undergraduate course proposals while at the graduate level only a topics list is required. She said the Curriculum Committee would like to see consistency in the submissions. Faculty should provide uniform materials for thorough committee review. She referred to the distributed copy of the syllabus template as posted on the Provost's website. We may want to use a subset of this.

Dr. Olson said the Faculty Senate has not yet officially approved the form, but that it is currently being discussed by the their curriculum committee.

There was discussion that although the content is good this information is not necessarily needed for graduate courses since they often don't have required textbooks or classroom procedures.

The Council suggested to Dr. Relue that the Curriculum Committee review the minimum requirements and bring its recommendations back to Council. Dr. Relue said they would discuss whether to use only a topics list or a syllabus that indicates a readings list and determine how students are graded and where they are getting information from. This is a student protection.

***Standing Committee Reports***

Report of the Curriculum Committee

Dr. Patricia Relue, Curriculum Committee chair, welcomed Drs. Dale Dwyer, Snejana Slantcheva-Durst, and Ronald Opp who were in attendance to provide background information on their curricular program proposals and answer questions.

Dr. Opp provided background for the program modification of the Master's Degree in Higher Education noting there is a one-credit hour introduction class and the program will offer a 3<sup>rd</sup> option for a capstone, a seminar, which is actually an academic learning portfolio, done in the Epsilen portfolio management software system. Students write a reflective paper to be presented to faculty and students. It will be approximately a 60-page document that will undergo a blind review by faculty and public presentation. It is another option for practioners who do not go on to doctoral education and most of these students will be reflective practioners. He stated the specific requirements are spelled out and that many higher education programs are already offering this option or a comprehensive exam.

Dr. Dwyer provided background on the new MBA Specialization in Technological Entrepreneurship. He stated it is the joint work of business and engineering students. The have commercialized the four courses representing the stages of starting a new venture and ending with a business plan for a product or service.

The following graduate proposals were approved.

**NEW PROGRAMS**

BUS	MGMT	MBA Specialization in Technological Entrepreneurship
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**PROGRAM MODIFICATIONS**

PHM	PHPR	Doctor of Pharmacy Program - Early Experiential Curriculum
EDU	EDL	Higher Education Master's Degree Program
ARS	ENGL	Master of Arts in English -- Concentration in English as a Second Language

**NEW COURSE PROPOSALS**

BIOL-6200	ARS	BIOL	Advanced signal transduction	3
BIOL-8200	ARS	BIOL	Advanced signal transduction	3
BME-8900	ENG	ENG	Independent research	1-16
BME-8930	ENG	ENG	Graduate seminar	0
BME-8960	ENG	ENG	Dissertation	1-16
BME-8980	ENG	ENG	Special topics	1-8

HED-5920	EDU	EDL	Introduction to master's studies in higher ed	1
HED-6980	EDU	EDL	Master's capstone seminar	1-3
PHPR-5810	PHM	PHPR	Finance and personal planning for pharmacists	1

**COURSE MODIFICATIONS**

ETPT-5270	EDU	CI	Change course title: "Instructional Television Production" to "Instructional Video Productions"
ETPT-7270	EDU	CI	Change course title: "Instructional Television Production" to "Instructional Video Productions"
TSOC-6190	EDU	FOED	Change in credit hours from 1-3 to 3
TSOC-8190	EDU	EDU	Change in credit hours from 1-3 to 3

Report of the Membership Committee

Dr. Mohamed Hefzy, Membership Committee chair, sought Council input on faculty rank requirements for graduate faculty status, specifically, whether a lecturer currently holding adjunct membership can request full membership. It is more a philosophical question of whether rank precludes full membership. Dr. Theodosiou noted in Arts and Sciences that lecturers have only teaching responsibilities. Dr. Olson said they are here to teach only and perform other services. Dr. Lundquist added they should not be teaching advanced courses. Dr. Hefzy said the Membership Committee feels the appropriate category is Adjunct Membership. Graduate Council agreed that full membership cannot be granted to lecturers. Dr. Dowd said he will check whether other lecturers have graduate faculty status.

***Organizational Reports***

Report of the Graduate Student Association

Ms. Anastasia Mirzoyants, Vice President of the GSA reported they have responded to the discussion of required credit hours minimum with a memo, which was forwarded to the Graduate College. We have also decided to participate in the orientation for the new graduate students in January and August to be able to attract more students to the Association. The GSA is planning to have one social event each month of the next semester in addition to regular assemblies and also plans to adopt a highway and make this initiative signature for the association. We have created a new flyer, which the members of the organization will distribute before each meeting and which will be emailed to the departments and offices on campus. The next GSA meeting is set for January 14, 2008, 6-8 pm at SU 2591.

Dr. Theodosiou replied that the college's grievance procedures will be posted on the Graduate Council shared drive Z:\GradSchool\GradCouncil, as they are received.

***Old Business***

None.

***New Business***

None.

***Adjournment***

There being no further business, the Council adjourned at 1:50 p.m.