1. Approval of Minutes – April 29th, 2010
Theresa Filtz asked that the minutes be edited as follows:

3. 5xx/6xx/7xx DVM courses
Para 2:
Theresa Filtz remarked that the College of Pharmacy has subsets of 5xx courses whose lecture components are attended by graduate students along with professional students. The graduate and professional students attend under different syllabi and sometimes take different exams. They are treated as separate courses.

Para 6:
O’Reilly confirmed that 7xx courses used on graduate programs should go through Graduate Council approval. Filtz reiterated that the pharmacy 7xx courses which are used on graduate programs of study have already gone through the Graduate Council approval process. The student learning outcomes for professional students are different than that of graduate students.

April 29th minutes approved with above corrections.

2. Chair Report
Walt Loveland reminded the Council that the Entomology Graduate Program Review Site Visit, previously scheduled to occur on June 4th, has been cancelled. The cancellation of the Entomology program review was by an email discussion of the
Graduate Council that indicated that without the self-study the Entomology program refused to furnish, there was no point in a review. The Graduate Council drafted a review document recommending that the graduate program in Entomology be terminated due to its lack of viability and that the admission of new students to the program be put on hold. Marty Fisk pointed out that he alerted Provost Randhawa that some actions from the Graduate Council will be forthcoming regarding the Entomology graduate program.

Theresa Filtz wondered why the Council needed to wait for an action plan before suspending the program. Fisk remarked that email discussions between Council members could be considered a report. When the report and the action plan are completed, they will both be sent to the Provost for his final decision. Loveland suggested that it might be appropriate to informally let the Provost know of the Council’s decision. (Subsequently the draft Graduate Program review was sent to the Provost and he requested an action plan from the Entomology program by 30 June, 2010.)

Bruce Rettig reported that the Department of Entomology was dissolved a few years ago, and the faculty transferred to different colleges and departments. According to the Entomology Program website, the Program of Study is individually developed for each student. Could this process continue to be delivered in this manner, as long as the faculty would agree to do so?

Fisk noted that the Graduate School is the one admitting the students into the program. The Graduate Council could direct the Graduate School to stop admitting students to the Entomology Graduate Program. Rettig pointed out that, although international students have a deadline for admission that provides time for them to obtain the appropriate immigration documents, domestic students can be admitted up to two weeks before the beginning of the term.

Fisk will request Rosemary Garagnani, Assistant Dean of the Graduate School, to hold admissions in Entomology until further discussion.

Loveland then proceeded to report to the Council on the Applied Economics Graduate Program and the fact that they wanted to change the courses that provided the core for the applied economics degree program from cross-listed AREC/ECON courses to AEC courses. Conversations involving the Curriculum Council on this issue led to a removal of the cross-links between the AREC/ECON courses and permission for the AREC courses that were part of the Economics and Applied Economics core to change to AEC. Decisions on the part of the ECON courses will be deferred to Winter 2011 as their possible use in a newly proposed program is decided.

He then reported that he participated in the MBA program review, and for the first time he understood why the MBA program is different from any other masters program. Students start their program in September and they graduate the following June. Approximately ninety oral exams are conducted within a short time period. It is a logistical mess which they had not made very clear to the Council.
when they submitted their proposal to transition outside of the Graduate School. This additional information will come up in the site visit report as reviewers commented that the requirement for individual oral examinations for MBA programs is uncommon. The College of Business will need to work out those details with the Graduate School and the Graduate Council. Other remarks regarding the oral examination system was that some students did not think that the exams were at a graduate level; teams of five faculty interview the ninety students over two Fridays.

Bill Warnes was introduced to Council members. Theresa Filtz reported that she met with Dr. Warnes on April 23, 2010. Spring 2007 program review team recommendations were reviewed. Warnes provided an updated action plan for the program: the recommendations were taken seriously at the time. There has been a significant number of new faculty who joined the program. Materials Science is supported by the School of Mechanical, Industrial and Manufacturing Engineering (MIME), even though some faculty reside in different departments. Filtz pointed out that most interdisciplinary programs also suffer from the problem of determining how to credit the faculty participating in such programs. Things need to be uniform.

Denise Lach wondered what it meant for someone to advise students and not get credit for it. Warnes pointed out that this was a departmental decision. Loveland questioned where, in this case, the student credit hours go?

Carolyn Aldwin remarked that Banner needs to be used more effectively. A small fix could allow the system to properly identify who gets credit for advising. We should recommend that the Registrar’s Office make needed changes to resolve this problem. Jo Tynon remarked that there are more and more discussions of interdisciplinary graduate programs, so this issue needs to be addressed.

In response, Fisk informed the Council that the interdisciplinary programs will be discussed at next week’s Provost Council meeting. OSU’s plan is for the graduate student population to increase to 25% of the total student population.

When asked, Warnes indicated that the faculty would like to see a change in that students admitted in Materials Science are formally identified with the home department of major professor in both the University and the Graduate School records. They should not necessarily have their records imply a connection to the School of Mechanical, Industrial and Manufacturing Engineering. DAF forms identify the College of Engineering, so all students get charged engineering resource fees. There should be a fix with this Banner issue. Fisk will talk with the Registrar’s Office and inquire about a way to use it more effectively.


4. Summer Plans for Council Business
Loveland reminded the Council members that their job on the Council continues through June 30th. He also thanked Council members Rick Colwell, Nancy King (who was not present) and Kathy O’Reilly for their service on the Council. Three new members will be assigned to the Council next fall. The Executive Committee asked Loveland to continue in his role as Chair of the Council.

He proceeded by saying that SABRR indicated that there will be no reorganization this summer. We might receive some Category II proposals during the summer term. The new system worked very well this year. He also asked members to approve and send on any proposals with undergraduate options. We will retain some provision for emergency issues, but service will be greatly reduced.

As far as the designation of secondary reviewers, Loveland will request each Council member to identify two or three areas in which they are interested before assigning the designations. He also reminded Council members that starting September 1st, the workload for Category I and Category II proposals might increase.

5. Graduate Program Review Guidelines
Loveland reported that per Dean Sally Francis’ recommendation, the Council should revise the Guidelines to reflect that a failure to provide a self-study in a timely manner, will lead to a recommendation by the Council to terminate the program. He agrees with Francis that it should be made clear in the guidelines.

A discussion regarding the language to be used resulted in the following addition:

   Self-Study Document – last paragraph, page 4: 
   "Failure to provide a self-study in a timely manner and/or lack of cooperation with the review process, will lead to Graduate Program Review report recommending termination of the program and suspension of the enrollment of new students in the program."

Motion: Add the above paragraph to the Graduate Program Review Guidelines. Theresa Filtz moved. Denise Lach seconded. Motion passed.

Fisk reported that the Provost asked to make the graduate program reviews more efficient. As we make changes to the guidelines, we might want to review the whole document. Rettig suggested that the Council might want to ask Gita Ramaswamy, Director of Assessment, to assist in reviewing the guidelines, as she brings her experience from Purdue University. Loveland agreed that the Council will ask her to assist with this review next fall.

Adjourned 9:30 a.m.