Graduate Council Minutes

May 15, 2006

Present:

Dr. Robert Hunger, Vice-Chair
Dr. Brad Kard, Group I
Dr. Charlie Hendrix, Group IV
Dr. Doren Recker, Group II
Dr. Bill Decker, Group II
Dr. Dale Alspach, Group III
Dr. Ziad El Rassi, Group III
Dr. Carolyn Henry, Group IV
Dr. John Romans, Group V
Dr. Alexander Rouch, Group VI

Graduate College:  Dr. Gordon Emslie, Dean

Approval of April 25, 2006 Minutes

Following a motion (Alspach) and a second (El Rassi), minutes from the April 25, 2006 meeting of the Council were approved.

Graduate & Professional Student Government Association (GPSGA) Report

No report.

New Business

The new officers for Group II are:
Chair: Bill Decker (English)
Vice Chair: Allan Scott (Music)
Secretary: Perry Gethner (Foreign Languages & Lit.)

Group IV will elect new officers shortly.

The new officers for Group VI are:
Chair: Dr. Al Rouch, OSU-CHS, Dept. Pharmacology and Physiology
Vice-Chair: Dr. Lin Liu, Vet-Med, Dept. Physiological Sciences
Alternate/Secretary: Dr. Chuck Sanny, OSU-CHS, Dept. Biochemistry and Microbiology

Appointment of Academic Program Committee

The members of this committee are:

Group I:  Dr. Leon Spicer, Animal Science
Group II: TBD
Group III: Dr. Ziad El Rassi, Chemistry
Group IV: Dr. Charlie Hendrix, Human Development and Family Science
Group V: Dr. John Romans, Applied Health and Educational Psychology
Group VI: Dr. Al Rouch, OSU-CHS, Dept. Pharmacology and Physiology

The Graduate Dean will serve as *ex-officio* chair of this committee, which will be responsible for:

- reviewing new/modified program proposals and preparing a recommendation for consideration by the Graduate Council;
- participating in the review of 5-year program reports;
- other functions as they arise.

**Graduate College Report – Gordon Emslie**

Graduate Commencement went well and was completed in a timely manner. Several improvements were made, which will serve as the model for future ceremonies. It was suggested that an opportunity be created for students receiving a master’s degree to have a photograph taken with their advisor (e.g., before the student gets to stage). Dr. Emslie agreed to discuss this with the Commencement Committee.

The Graduate College is in the process of completing the 5-year reviews of academic programs. The Dean commented that departments are in general doing a good job of preparing these reports.

**Old Business**

- MBA Program professional track. Dr. Dooley responded to an e-mail from Group IV Chair Henry, pointing out that the new program merely formalizes procedures that have been in place for some time. The Council agreed to approve this formalization and that no further action (e.g., by Instruction Council) was necessary. The Dean agreed to continue to bring similar instances of substantial modification of programs to the Council for its review.

- MBA Program Options. The Spears School of Business has confirmed that the list of courses specified in an earlier submission to the Council are in fact lists of required courses for each Option. Based on this information and the previous recommendation of the Council, the Dean has forwarded these Option requests to Instruction Council.
R-Grades

The Council discussed possible changes to the R-grade policy and suggested the following options for changes:

<table>
<thead>
<tr>
<th>CURRENT</th>
<th>PROPOSAL 1</th>
<th>PROPOSAL 2</th>
<th>PROPOSAL 3</th>
</tr>
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<tbody>
<tr>
<td><strong>Non-Research Courses</strong></td>
<td>Letter grades assigned in real time</td>
<td>Letter grades assigned in real time</td>
<td>Letter grades assigned in real time</td>
</tr>
<tr>
<td><strong>Research Courses</strong></td>
<td>Either (1) letter grades assigned in real time, or (2) R grades assigned and changed to letter grades in final semester</td>
<td>Either (1) letter grades or (2) R grades assigned in real time</td>
<td>Either (1) letter grades or (2) R grades assigned in real time</td>
</tr>
<tr>
<td><strong>Overall GPA</strong></td>
<td>Includes all grades</td>
<td>Includes all grades</td>
<td>Includes all grades</td>
</tr>
<tr>
<td><strong>Graduation GPA</strong></td>
<td>Calculated on coursework/research hours that appear on POS, coursework and research grades figured separately. Both must be 3.0 or better.</td>
<td>Separate GPA calculated on coursework, and research hours, that appear on POS. R grades excluded from calculation. GPA must be 3.0 in each category to graduate.</td>
<td>Only one “graduation GPA,” based on coursework and research, would exist.</td>
</tr>
<tr>
<td><strong>Remarks</strong></td>
<td>Two “graduation GPA”s, one for coursework and one for research, exist. Separate grades ensure adequate performance in both coursework and research. Student can be prohibited from graduating, even with a signed thesis/dissertation, if research GPA is less than 3.0. Some R-grades that are changed are very old, and may not have been recorded in the institution’s files. Consequently, there is little basis for the final grade. Students can increase overall GPA (but not “graduation GPA”) with research hours.</td>
<td>Similar to current system, except for possibility of all R grades in research. Students could still offset poor grades in coursework with good grades in research (or vice versa). Only one “graduation GPA,” based on coursework and research, would exist.</td>
<td>6/15 hours are Graduate College minima for thesis/dissertation, respectively</td>
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</table>

Feedback on these options is needed, and Council members are encouraged to discuss these options with graduate faculty in their Groups. Further, Associate Dean Payton will discuss these options at future meetings with the Graduate Coordinators.

Theses/Dissertations with Published Papers

Dr. Emslie proposed an addition to the thesis/dissertation manual as follows:

**Chapters as Manuscripts:** In many disciplines, it is common to have chapters that are individual manuscripts suitable for submission to journals for publication. This format should be used only with the approval of the advisory committee, and the following additional requirements apply:

1. The level of the author’s contribution to each such chapter should be expressly stated in the introduction or preface. This is especially important in cases where the journal article has multiple authorship;

2. If work from a previously published manuscript, or a manuscript accepted for publication, is to be used in the thesis, it is normal for the copyright of this material to be held by the journal. Hence, permission from the journal to reproduce this copyrighted material shall be obtained and presented at the relevant sections of the thesis. An example of the permission statement might read as “The following chapter has been published (accepted for publication) in the *Journal of XYZ* and appears in this thesis with the journal’s permission.” Any modifications of published work (e.g., those required by the advisory committee) should also be elucidated.
Henry moved, and Decker seconded a motion to adopt the text as written to the Thesis/Dissertation manual. The motion carried unanimously.

**Proposed resolution/appeals procedure for graduate students**

The Council reviewed a draft document circulated by Dr. Hunger and made minor changes. Input on the document will now be sought from the GPSGA, and the Academic Standards and Policy Committee of the Faculty Council.

No regular meeting of the Council is scheduled for June, July or August. The next meeting will be around September 10, 2006.

The meeting was adjourned at 3:39 p.m.