

Minutes of the Graduate Council meeting  
October 26, 2020  
3-5 pm, by Zoom

Attendees:

Members: Jim Agutter, Robert Zheng, Laura Kessler, Nena Schvaneveldt, Raj Rajamani, Fred Adler, Wade Cole, Ruba Alraqibah, Kristen Cloyes, David Freeman, TingTing Hong, Robert Kraemer

Ex officio: Dave Kieda, Katie Ullman, Ann Darling  
From Curriculum Administration: Katie Sexton

- 1) The proposal for Combined OSC/MHA program was tabled until the November GC meeting. The proposal received several requests from Undergraduate Council for changes, and so the proposal is not ready for consideration by Graduate Council yet.
- 2) The Graduate Council reviewed the PhD in Writing and Rhetoric and the MA/MS in Writing and Rhetoric proposals. The Graduate Council approved the proposals once the following changes are made:
  - a. Clarification of the number of credit hours needed for the PhD. The document seems to indicate minimum 30 credit hours needed beyond the master's degree, whereas Graduate School policy requires only 14 credit hours. The language needs to be reviewed and updated to specify the number of credit hours needed for a student starting the program with only a Bachelor's degree, and the number of credit hours for a student entering the program with a relevant MA/MS degree. The program of study for the PhD degree for students entering with a master's degree, in excess of Graduate School requirements, are set by the student's supervisory committee taking into account program expectations and previously completed coursework.
  - b. Change four faculty member to five faculty members on the PhD supervisory committee
  - c. The language requirement for the Master's degree only applies to the MA degree. The language in the proposal needs to be updated.
  - d. The language proficiency requirement must be indicated in the Expected Learning outcomes if it is to be included as a requirement for the degree. The MS program would likely have a distinctive Expected Learning Outcome.
  - e. English language proficiency for admission should not spell out a specific ELP exam (unless the degree requires a higher score for admission than the University requirements). If standard University ELP is required for admissions, the proposal can state that the program requires demonstration of ELP using tests and requirements outlined by the current University Admissions policies for international students.
  - f. Clarify the Expected learning outcomes for the survey of recent graduates.  
[e.g. In the first year of the new graduate program, we will survey students who

have already completed the program and to ask them about their experiences in the program and their job placement thereafter].

- g. The Graduate Council requests the inclusion of a Memorandum of Understanding between the Department of Writing and Rhetoric, the Department of Communication, and the Dean of the College of Humanities be provided. The MOU will document the scope of the agreed PhD programs covered by the Department of Writing and Rhetoric, and the Department of Communication. The intention is to document the distinction between these two graduate degree programs so that they do not overlap at some future point, due to potential expansion of the scope of either graduate program. The document should be signed by the chairs of the two departments as well as by the Dean of the College of Humanities.
- 3) The Graduate Council Review of the Department of Health, Kinesiology and Recreation passed unanimously with minor revisions noted.
- 4) The Graduate Council Review of the Division of Medical Laboratory Sciences, Pathology passed unanimously without revision.
- 5) Graduate Council received notification of three current F2F programs which will be offered with online modality in the future (MHA, MLS, MSW).
- 6) There was a short discussion about the availability of a new Academic Analytics post-graduation placement survey for PhD and postdocs. The survey tracks a 10 year window of the most recent graduates, and may be useful for Graduate Council reviews/departmental self-studies. There will be more discussion of the dataset at the November Graduate Council meeting.