

**Graduate Council**  
**September 22, 2008**  
**226 University Hall**  
**Meeting Minutes**

**Graduate Council Members Present:** Ana Azevedo, Jim Bartholomew, Ginny Bumgardner, Theresa Early, Michael Lairmore, Rattan Lal, Walter Lempert, Jason Marion, Anne McCoy, CJ Mullin, Ruth Peterson, John Sheridan, Harald Vaessin

**Graduate School Staff Present:** Patrick Osmer, Ann Salimbene, Elliot Slotnick, Kathleen Wallace, Susan Reeser (recorder)

**A. Update from the Dean**

- Dean Osmer reported that the Graduate School's new graduate student orientation was held earlier in the day. More than 800 graduate students attended. The event also provided resource information to students.
- After discussion, the Council determined that regular monthly meetings were best held on a Monday afternoon from 3-5 p.m. The schedule of meetings for autumn quarter will be October 20, November 24, and December 15. All meetings will be held in 226 University Hall.
- Council members in attendance nominated Jim Phelan to serve as chair. Dean Osmer will contact Professor Phelan about this role.

**1. Research Misconduct Guidelines**

- Ann Salimbene explained that the Graduate School's Policy on the Investigation of Allegations of Research Misconduct had not been revised since 1994. The proposed revision was made to keep the Graduate School process in line with recent revisions made to the University Policy and Procedures Concerning Research Misconduct which had been adopted by the University Senate on May 29, 2008.
  - **The draft was approved.**

**Discussion item:**

**1. Proposed revision to language regarding the purpose and format of the Final Oral Examination, *Graduate School Handbook* Section VII.10.**

- Kathleen Wallace explained concerns expressed by faculty to a rule in the *Handbook* stating that presentations made by the candidate during their final oral examination must be kept to 15 minutes. Members discussed what the proper length of time would be for such a presentation as well as the exam's question and answer period. The Council approved the draft language and requested that a phrase be added to the rule so that local programs know that they must further define their exam procedures and expectations to their students.
  - **The draft was approved.**

## **2. Definition of candidacy**

- With the implementation of the 3 credit-hour full time post-candidacy rule, Dean Osmer expressed the need to develop a generalized definition for candidacy to assist programs with developing time to candidacy and time-to-degree parameters, as well as assisting with post-candidacy enrollment procedures. Council members expressed the following initial thoughts:
  - Candidacy should take place after student has: taken enough coursework to become proficient in the field of study, (e.g., approximately one year after the qualifying exams or two years after starting the doctoral program), has had time to develop research skills, and is able to do research and scholarship independently
  - Graduate programs should have the flexibility to establish norms for their programs. These norms should be consistent with best nationwide practices.
- The Graduate School deans will develop a working definition for review at the next Graduate Council meeting.

## **3. Graduate School Fellowship programs: Decentralization, categories, use of fellowship for recruitment**

- Elliot Slotnick explained the changes that took place in 2007-2008 to the Graduate School's University Fellowship program whereby ½ of the fellowship awards (including one year and multiple year awards) were distributed to the colleges to make early awards to their incoming students through a college-specific decision process. He indicated that colleges were asked to submit a report evaluating the process and results of the decentralized competition. Elliot also explained several Excel spreadsheets with data showing the number and percentage of University Fellowship awards made and accepted.
- It was agreed that the decentralized fellowship process should be continued for the 2008-2009 year and that Elliot will communicate this to the college deans.

## **4. Total hours for doctoral degree programs. Graduate School Handbook, Section VII.2**

- The Graduate School will prepare a draft proposal for the next Graduate Council meeting.

## **5. 15-credit hour registration per quarter for Graduate School fellows**

- Elliot reported that a change has been made to the 15 credit hour registration requirement for Presidential Fellowship recipients who now fall under the 3 credit-hour full time registration rule. The *Graduate School Handbook* has been updated.

## **6. Other**

- Dean Osmer explained how the Task Force on Graduate Tuition derived at the 3 credit-hour full time registration policy and urged the Graduate Council members to read the summary report and frequently asked questions.
- In response to a question raised, it was confirmed that revisions to Graduate School rules and policies are made to the on-line *Graduate School Handbook* and announced to deans, department chairs, graduate studies chairs, and graduate program support staff through e-mail announcements, the Graduate School Newsletter, and in OSUToday.
- Dean Osmer raised the topic of a request he received from the College of Engineering to pay for fee authorizations for 16 students who are presently eligible to receive a Fourth Quarter fee authorization (paid by their program) and are not eligible for a Graduate

School Matching Tuition and Fees Award fee authorization (paid by the Graduate School) until after they have used their fourth quarter fee authorization. The program indicates that they do not have funds to pay for the student's fee authorization. Dean Osmer will need to determine how to proceed with this request.

- A Council member raised concerns with Human Resources job titles and appointments. This topic will be added to an upcoming Graduate Council agenda.

## **7. Adjournment**

The meeting was adjourned at 4:54 p.m.

*Respectfully submitted by Susan Reeser, Office Administrative Associate*