Graduate Council
November 14, 2016
Minutes

Voting members present: Sourab Apte, Rebekah Elliot, Theresa Filtz, David Finch, Lisa Ganio, Anita Grunder
Voting members absent: Pat Chappell, Jim Coakley, Ryan Contreras, Lisa Price
Ex-officio members present: Graduate School – Jennifer Dennis, Dorthe Wildenschild
Guest: Julie Gess-Newsome (via phone)

**PhD Credit Reduction Proposal**
- Discussion continued from last week on the PhD credit reduction proposal, the 2004 Graduate Council Minutes on the topic and the Biochemistry & Biophysics graduate program directive that were referred to in Council meeting on November 7.

**Action:** Not discussed

**Courtesy or Emeritus Faculty Advising Requirement**
- Further discussion of a proposal to develop a formal mechanism for assuring that students who are advised by courtesy or emeritus faculty are provided up-to-date and accurate information on OSU and program-level requirements.
- Some emeritus faculty are very involved with the program, and one felt it was overreach to require a co-advisor for all courtesy faculty.
- Suggestion was made that when one retires, they’re not allowed to take on any new students.
- Dorthe noted that there is a process to remove a graduate faculty member if there are problems.
  - Units receive a list yearly from the Graduate School to determine whether faculty need to be removed from the graduate faculty list.
- When one is granted emeritus status, there could be a way to communicate with the Graduate School to determine whether they need to be replaced as a major professor.
- One felt a major professor should be one who is an active member of the program, not emeritus, not courtesy, etc.
- If the intent is to try to create a safeguard, an exception would be if a unit can show that the co-advisor is not warranted.
- Put responsibility on the program. When a student comes forward with co-advisor, the Graduate School sends a note to the unit that they bear responsibility for the student. There could be a check-off box indicating that the faculty member will remain current with the rules and guidelines.
- One program found themselves in the position of not having any OSU faculty on a graduate committee. The new rule in that unit is that there must be an OSU faculty member on all graduate committees whose job it is to ensure that the student is aware of and abiding by all rules, etc.
- It would be helpful to the Graduate School to not have emeritus faculty take on new students. The commitment of an emeritus faculty member is different from an actively employed faculty member.
- Jennifer’s preference is that emeritus faculty not be a major advisor; co-advising would be fine. It’s difficult to determine the level of engagement of emeritus faculty.
- In one college, the dean made the call that emeritus faculty can no longer advise students nor be a major professor.
- Dorthe noted it may be useful to update the program of study form to help faculty remember what’s involved in the case of emeritus faculty.
- May be helpful to have a graduate program manual that could be sent to all new graduate program directors.
- Graduate program directors vary among units – two are courtesy faculty, one has a secretary, and another is a student.
- Dorthe indicated that, hopefully in the next year, the program of study and graduate faculty list will be online. Jennifer will provide an update in about a month.

**Wood Science and Engineering Graduate Program Review** – Theresa Filtz
• Report
• Action Plan

The program review occurred in September 2014, and the Action Plan was submitted in April 2015.

In the Action Plan, the three-year performance doesn’t contain dates or numbers for target metrics; Theresa felt that the program was stable. The unit was struggling to support additional students, but had lost one source of funding; another source of funding has been identified, and there is a waiting list from which the unit can expand enrollment. The overall recommendation was to ‘Maintain’. They need to attract additional faculty, and the Action Plan noted that they were interviewing for an architectural faculty member. They needed to create a strategy to not only develop recruiting, but recruiting of diversity students. There was some question as to the actual graduation rate due to an earlier name change, but this has been resolved and there are enough graduates to meet university requirements. There were also recommendations to increase stand-alone and online courses, and develop an advisory council. The Action Plan didn’t mention that they would engage in formal strategic planning.

Action: Anita moved to accept the report and Action Plan; motion seconded and passed.

Matters Arising
• Due to the Thanksgiving holiday next week, Theresa will determine via email whether or not to meet.

Minutes prepared by Vickie Nunnemaker, Faculty Senate staff