

Graduate Council Report  
AY 2015-2016

**Voting Council members:**

Sourabh Apte, COEng

Stephanie Bernell, CPHHS

Jim Coakley, COB,

Ryan Contreras, CAg,

Theresa Filtz, Chair, COP

David Finch, COS

Lisa Ganio, COF

Kok-Mun Ng, COEd

Lisa Price, CLA

Andreas Schmittner, CEOAS

Stacey Semevolos, CVM

**Proposals approved:** All proposals can be viewed at

<https://secure.oregonstate.edu/ap/cps/proposals/view/#####> where ##### are the proposal numbers listed below

**1. New Degree Programs:**

MEng, MS, PhD in Bioengineering 92511

MS and Graduate Certificate in Data Analytics 93153

**2. New Certificate program:**

Financial Planning 96840

**3. Reorganization:**

Move College Student Services Administration EdM, MS to School of Language, Culture and Society 94521 and 98319

**4. Change major/option/minor:**

Entomology 95558

Teaching MAT 94977

Adult and Higher Education 96089

Education EdM, MS, EdD, PhD 97119 and 97517

Business Analytics 95942

Innovation Management 97973

Business Administration 97974

Supply Chain and Logistics Management 98158

Organizational Leadership 98159

Business Analytics 98160

Engineering Management 97364

**5. New option/minor:**

Entomology 95558

Pre K-12 ESOL 97183

Music 94956

Clinically based Elementary 96155

Advanced Science and Math Education 97182

Social Justice Education 97184

Agricultural Education 97388  
Science/Math Education 97391  
Language Equity and Policy 97394  
Math Education 97466  
Science Education 97468  
Community College Leadership 97481  
Leadership in Higher Education 97482  
Free-choice Learning 98045  
Elementary 94955  
Social Studies 94954  
Science 94953  
Math 94952  
Language Arts 94951  
Risk and Uncertainty Quantification in Earth Systems 96015  
Global Health 97763

**6. Terminate**

Master of Agriculture 96733

**7. Ten-Year Graduate Program Reviews Conducted:**

Microbiology  
Statistics  
Chemical Engineering  
Nuclear Engineering and Radiation Health Physics

**8. Three-year Follow-up Reviews Approved**

Applied Anthropology  
Botany and Plant Pathology  
Community College Leadership Program  
Nutrition

**Program Suspensions**

Design and Human Environment: This program was voluntarily suspended based on disarray among the program faculty and discussions with the program director. Reinstatement of the program will require an abbreviated Cat I proposal which includes approval of the Graduate Council.

Oregon Medical Physics Program: This is a joint degree program with OHSU. Admissions to the program through OSU were suspended due to the inability of the program to develop a process to register students through OSU for OSU courses. The Grad Council affirmed that completion and credit for OSU courses needs to be done through registration at OSU.

**Action Plans Approved**

Biochemistry and Biophysics  
Civil and Construction Engineering

## **Graduate Program-related Proposals and Policies Changes Approved**

1. Revise standing rules: A proposal was approved to revise the Graduate Council Standing Rules to include a review of graduate faculty members by the Graduate Council, as well as approval. The Standing Rules currently states: "...approves all graduate faculty members, new programs, and courses;...". Revision of the phrase to "reviews and approves all graduate faculty members" was approved by the Graduate Council. *NB: The Faculty Senate refused to approve this change so the standing rules remain unchanged moving forward.*
2. Students' eligibility to return: A policy proposed by the Graduate School in conjunction with OSU administration to refuse admission to students who have had student conduct issues was approved as follows:

"Beginning [date], applicants who disclose that they are ineligible to re-enroll at any college or university that they attended within the last seven years for student conduct reasons will be automatically declined admission at OSU. Applicants who disclose that the reason for their ineligibility is for academic reasons will be admitted only if they meet OSU's minimum academic requirements.

All applicants who are denied admission have the right to appeal that decision, and appeals will be reviewed on a case-by-case basis by the Graduate School."

### ***Implementation of Policy***

This will be implemented through asking the following questions on the application, with programming to deny those that fall under the policy:

1. Are you eligible to enroll at each of the institutions you have attended in the past seven years?
2. If no, which institution(s) are you ineligible to enroll and why?
  - a. Institution \_\_\_\_\_
    - i. Academic reason
    - ii. Student conduct reasons
  - b. Institution \_\_\_\_\_
    - i. Academic reasons
    - ii. Student conduct reasons
3. Amendment of Doctoral time to degree limit to exclude transfer credits: The current policy was as follows:

### **Time Limit**

All work toward a doctoral degree, including transferred credits, course work, thesis (if required), and all examinations, must be completed within nine years. Extensions of this time limit may be requested by submitting a petition to the Graduate School.

The council approved a proposal to strike the phrase “including transfer credits” and add new guidance to the PhD program of study instructions. The new policy and guidance reads:

All work toward a doctoral degree, including course work, thesis (if required), and all examinations, must be completed within nine years from the start date included on the Departmental Action Form. Extensions of this time limit may be requested by submitting a petition to the Graduate School.

For transfer of courses onto a program of study, the program committee members and student are advised that the Graduate School will provide a preliminary review of transfer credit, but the student’s program committee must provide final approval. In approving transfer credits, the committee should consider whether the courses are relevant to the degree and area of specialty. Further, the committee should pay attention to the currency of the information in the transfer course, particularly in regards to courses that were completed several years prior to matriculation. It may be appropriate to ask a student to repeat a course if information in the field is expected to have advanced in the time since the course was completed. Although there is no time limit on the age of a course that may be transferred, the university seeks to assure that student training is as up-to-date as possible for the benefit of the student. The responsibility for this assurance lays with the program committee in regards to transfer courses.

4. Mentoring modules requirement for new faculty: A proposal was discussed at length to utilize online mentoring training developed by the OSU Graduate School through a program called “Epigeum” to train faculty who are being approved to supervise graduate students. The Grad Council felt that all faculty supervising students should be trained using the Epigeum modules. However, given that the Grad Council cannot review faculty graduate status based on the Faculty Senate vote (see policy change #1 above), there is no means to enforce training and ultimately the policy was limited to faculty newly applying for graduate faculty status. The approved policy for a pilot program to be implemented in Fall 2016 is as follows:
  - i. The Epigeum mentoring modules (i.e., the online training resource) shall be required for all faculty that are being nominated for the first time to level 4 (direct masters theses) and/or level 5 (direct doctoral theses) as of Fall term 2016.
  - ii. A graduate faculty nominee would receive conditional approval (for level 4/5) for 3 terms, by which time the modules would need to be completed or the conditional approval would be revoked.
  - iii. Participation in a group mentoring “Learning Community” facilitated by the Graduate School would be voluntary, but strongly encouraged for new faculty.
  - iv. Experienced faculty already approved at level 4/5 for one or more programs, but being nominated to serve at level 4 and/or 5 in additional programs would be strongly encouraged to complete 2 modules of their own choosing within 2 terms.
  - v. The Graduate School will create and assess outcomes related to the Epigeum mentoring modules, and collect information on faculty satisfaction and suggestions for improvement. Assessment and satisfaction data will be provided to the Graduate Council after 3 years, at which time the Council may renew this requirement or discontinue the program.
  
5. Alternative summative assessment option for non-MA, non-MS “MOther” Masters degrees. The policy requirement was that all masters degree programs required thesis or research-in-lieu-of-thesis and a final oral examination with three committee members. (see URL

<http://catalog.oregonstate.edu/ChapterDetail.aspx?key=39#Section2264> ). However, this did not make sense for coursework only degrees such as the MEng or MBA degrees. Therefore, the Council approved the following policy change and implementation guidelines:

For all non-M.A., non-M.S. master's degrees, (e.g. MBA, MENG, MAT, MFA, MPH) programs may bring forward a proposal to allow for an alternative summative assessment in lieu of the final oral exam requirement. The alternative could include, for example, a national licensure/credentialing exam or substantive project portfolio review. In the case of national licensure exams, individual thesis review committees are usually not necessary. For most other types of summative assessments at least two faculty must grade the final assessment and have a provision for a third faculty member to participate if there is not consensus.

Proposals should include a description of how the three university-level graduate learning outcomes will be adequately assessed by the program using the alternative summative assessment. Programs may also request an exemption from a Masters-level graduate learning outcome but should provide a strong rationale for doing so (e.g. Provide evidence of similar alternative approaches used by other universities with equivalent degrees). Any alternative summative assessment and/or variation from the standard faculty composition of the examination composition must be approved by the Graduate Council and listed by program in the course catalog.

6. Enforcement of deadlines around submission of programs of study. Currently, masters degree students are required to complete a program of study before completion of 18 credits, which is supposed to be submitted at least 15 weeks before the final oral exam. Doctoral students have two terms if entering with a masters degree or five terms without a prior master's to create a program of study and hold a committee meeting. The issue is that these deadlines are not enforced and thus are being frequently ignored.

To make the requirement uniform for all PhD students and improve compliance, the Council approved a policy change to remove the requirement that students entering a PhD program with a masters degree only have two terms to submit a program of study.

Doctoral students have five terms to create a program of study and hold a first committee meeting.

Having approved this policy change, the Council makes the following recommendations to the Graduate School for enforcement of the deadline:

- The Graduate School should communicate deadlines to incoming students when they are admitted and indicate that they will not be allowed to register if the program of study is not filed by the deadline.
- For PhD students, letters will be sent in terms 4, 5 and 6 to both the program director and student indicating that the program of study is due next term, at the deadline, and that the deadline has passed, respectively. Each communication will indicate that a hold on registration will be enforced at the end of the sixth term if a program of study is not submitted.
- In all cases, requests for extension will be allowed for students who need extra time. For an extension, the request needs to come from the program director on behalf of the student.

7. Number of credits that are allowed to be “double-counted” in an accelerated masters program (AMP; a.k.a. 4+1 or Bachelors to Masters program). The AMP program allows for 9 credits of 500-level coursework taken as an OSU undergraduate student to double count toward a masters degree at OSU. This program was intended to allow three courses to double count. However, students and faculty have advised that many graduate courses are worth four credits and so the 9-credit limit only allows for double counting of two classes. The Grad Council approved the following change:

The AMP program may allow for 12 credits to be double counted; a major professor must approve transferring-in the 12 credits.

The Council notes that this has budgetary implications for OSU and recognized that this change must be approved by the Faculty Senate and Provost’s office. The Council also notes that programs may opt to be more stringent and only allow 9 credits to double count if they choose.

### **Issues/Notes to consider for next year**

The Chair of the Graduate Council should be added to the Curriculum Council listserv and vice versa for improved communication between the Councils.

Continue to invite a representative from the OSU Bend campus to attend Grad Council meetings as desired

Action plans are still pending for the 10 year graduate program reviews from Crop Science, Soil Science, and Wood Science Engineering from reviews in AY14-15, and from Microbiology, Statistics, Chemical Engineering, and Nuclear Engineering and Radiation Health Physics from reviews in AY15-16.

Revise 5 year graduate program review guidelines, and include information on process.

The Master of Adapted Physical Education needs to be discussed by Council with the program originators invited to be present.

Discuss a graduate learning outcome around difference, power and discrimination

Discuss enforcement of the program of study deadline for masters degree students

Discuss a requirement for all students to have individual development plans