

**The University of Akron**  
**Minutes of Graduate Council**  
**January 22, 2018**

The Graduate Council met on Monday, January 22, 2018, in the Student Union, Room 310. Dean Chand Midha presided. Present were Dr. Wondimu Ahmed, Dr. Philip Allen, Mr. Charles Beneke, Ms. Heather Blake, Dr. Amanda Booher, Dr. George Chase, Dr. Gary Holliday, Dr. Carolyn Murrock, Dr. Francesco Renna, Dr. Martha Santos, Dr. Shivakumar Sastry, Associate Dean Marnie Saunders, Dr. John Senko, Dr. Mark Soucek, Dr. Baffour Takyi, Dr. Margaret Tung, and Dr. Nicole Zacharia.

Guest in Attendance: Dr. Harvey Sterns

GC Members Absent with Notice: Dr. Marcus Braga-Alves

GC Members Absent: Dr. Jina Sang and Mr. Taylor Swift

**Call to Order**

Dean Midha called the meeting to order at 9:10 a.m.

**Roll Call**

Heather Blake recorded the attendance of those present.

**Approval of Minutes**

Dr. Allen made a motion to approve the minutes of December 11, 2017. Dr. Gary Holliday seconded the motion. Minutes of the December 11, 2017 meeting were approved without dissent.

**Remarks – Dean Midha**

Dean Midha stated that, as of last Tuesday, overall enrollment is down 5% compared to last spring, and graduate enrollment is down 12% compared to last spring. He mentioned that other graduate deans have indicated that enrollment is down at their respective institutions as a result in policy changes related to international students. It is challenging for students from certain countries to obtain visas. Dean Midha said that graduate applications are down 26% over the last three years, the number of graduate students admitted is down 17% over the last three years, and the number of graduate students enrolled is down 28% over the last three years. Some units have experienced more significant declines than others. Colleges and departments that rely more on international student enrollment will experience a greater impact. This information was provided to President Wilson last Friday and will be presented at the Council of Deans meeting on Tuesday. Dean Midha mentioned that in addition to graduate enrollment marketing and recruitment efforts as well as CIGA will be discussed at the deans meeting. There is a growing need to admit students and make offers in a timely manner. Any assistantship dollars that are not spent by early May will be reallocated. Dean Midha asked Graduate Council members what recruitment efforts are being made in their respective colleges.

Dr. Zacharia responded that the number faculty in the Department of Polymer Engineering is down by one-third, so this is certainly going to impact enrollment numbers. Faculty members who have left are not being replaced, but the department is being asked what efforts in recruitment are being made.

Dr. Sastry added that low enrollment numbers affect a department's ability to hire new faculty.

Dr. Chase questioned how we could move toward attracting more domestic students. He suggested offering higher stipends as a consideration.

Dr. Allen stated there is not money available to fund recruitment efforts.

Dean Midha replied that if money for recruitment was to become available colleges and departments must still have a plan.

Dr. Allen said that for the Adult Development and Aging program they go to conference and recruit; however, the most efficient way to recruit students is to have good relationships with undergraduate institutions, but this is getting harder and harder to do.

Dr. Senko stated that the Department of Geosciences used to place ads in journals, and these were effective, and some were at no cost.

### **Continuing Business**

Dean Midha stated that at the last meeting non-tenure track faculty and graduate faculty membership was discussed. It was approved that NTT faculty should continue to apply for Ad Hoc graduate faculty membership instead of full-time membership, and such Ad Hoc appointment could be for a period of up to five years. This week a question was received from the Chair of Faculty Senate asking if Graduate Council approves a large number of named NTTs for Ad Hoc Temporary graduate faculty status, or does Graduate Council adopt a policy to the effect that all NTTs (categorically) have Ad Hoc Temporary graduate faculty status? If Graduate Council approves NTTs for Ad Hoc status, then it doesn't need to go to Faculty Senate, but if Graduate Council adopts a policy to the effect that all NTTs have Ad Hoc status, then this must go to Faculty Senate. Dean Midha mentioned that not every NTT faculty member is a member of the graduate faculty. Graduate faculty status is granted on a need basis. Most NTT faculty cover undergraduate instruction but request Ad Hoc graduate faculty status when they have the necessary credentials and are assigned to teach a graduate course. The policy should be with the Graduate Faculty Membership Committee.

Dr. Zacharia questioned if there was a pressing need and why NTT faculty would get automatic graduate faculty status.

Dean Midha stated that not all NTT faculty are terminal degree holders.

Mr. Beneke said that it makes sense to move approval of graduate faculty status for NTTs to the Graduate Faculty Membership Committee.

Dr. Zacharia asked what the graduate faculty membership criteria for each unit would be for NTT faculty.

Dr. Sastry made a motion that academic units must prepare criteria for NTT faculty to get Ad Hoc Temporary graduate faculty status that is consistent with the criteria that would be used for regular tenure track faculty in the unit. Dr. Allen seconded the motion. Unanimously approved. Motion carries.

### **Committee Reports**

Curriculum Committee – Dr. Allen presented a log of one curriculum proposal as reviewed and approved by the committee: CHP-NURIN-17-22476. Approved by Council.

### **New Business**

#### Definition of full-time graduate student status for CPT or in final semester having met degree requirements

Mr. Beneke stated that Ms. Robyn Brown in the International Center asked the Graduate School to look at full-time enrollment for international students who are in their final semester of study and have met their degree requirements. The request is to allow students on full-time CPT to enroll in only one credit hour and still be considered full-time. Ms. Brown has indicated that other institutions have such a policy. The Graduate School currently allows both international and domestic students to enroll in one credit hour in their final semester and still be considered full time; however, by current rules they are not considered full-time. Mr. Beneke circulated the current University Rules that contain the definition of full-time enrollment as nine graduate credits along with proposed revised language that states, "For doctoral students who are in their final semester of study and have completed their degree requirements or international students participating in CPT opportunities of 30 or more hours per week, one or more graduate hour constitutes full-time enrollment."

Dr. Zacharia stated that this is important to do, and it seems other universities are likely already doing this.

Mr. Beneke mentioned that since this is a rule change it must go to the Graduate Faculty for approval and then to the Faculty Senate.

Dr. Allen asked if it might be possible to move up the date of the Graduate Faculty meeting, so that the rule changes can move forward before the end of the semester.

Dean Midha responded that the Graduate Faculty meeting could be held earlier.

Dr. Zacharia made a motion to approve the proposed changes to the definition of full-time status for CPT or for doctoral students in their final semester having met their degree requirements. Dr. Senko seconded the motion. Thirteen aye votes. One abstention. Motion carries.

Dean Midha said that the Graduate School has been dealing with a like situation in that it approved doctoral students to enroll in 12+12+6; however, several departments are recommending that students take more than 12 credit hours. While the minimum enrollment requirement exists departments can establish a higher requirement.

Dr. Chase questioned if a cap should be placed at 15 credit hours. He stated that a department may need a student to take 16 credit hours in his or her final semester.

Dean Midha replied that normally the cap can be at 15 credit hours. Last semester a situation arose where a student was trying to enroll in more than 15 credit hours, because he was funded.

Dr. Sterns suggested that departments may petition the graduate dean when they have a student that they are requiring to take an additional credit.

Dr. Santos stated that at the end of November the Dean of Arts and Sciences said that the budget for the doctoral program in History was being eliminated, although President Wilson has said that doctoral program will be protected. Dr. Santos said that the college dean stated that this decision came from the Graduate School.

Dean Midha responded that this decision did not come from the Graduate School. Funding is allocated to the college deans, and it is up to the deans to distribute the funding within their colleges. The Graduate School does not determine which departments get funding and which do not. Dean Midha mentioned that no subsidy is received beyond 60 credits for doctoral students in History.

Dr. Allen said that last Thursday the Executive Committee of Faculty Senate met with President Wilson, and his understanding is that this program is to be held harmless until academic program review is completed. Dr. Wainwright is working with his counterpart at Kent State University to establish a more collaborative program.

Dr. Zacharia questioned the change that has occurred related to how graduate students are charged for parking as well as the status of the discussion regarding charging tuition to grants.

Dr. Chase stated that the charge of parking benefits an individual, and it not permitted. This goes back eight to ten years, and they are currently working to identify where this occurred and how to correct it. Issues with open accounts are being identified to pay back the money. The approximate cost to fix the situation is \$8,000 to \$20,000.

Dr. Allen indicated that the parking office deducted money for parking from grants.

Dr. Chase said that discussion related to charging graduate tuition to grants is being held with the grant accountants. A memo was sent to the deans, and the deans were to share this information with faculty. The proposed start date is February 1; however, this could be pushed back to March 1.

Dr. Zacharia asked how this pilot program will be rolled out. Will it be rolled out in all colleges or just certain colleges? How will it be evaluated for success?

Dr. Allen replied that the program will be rolled out in all colleges, and it will be voluntary. There will be several criteria for evaluation.

Dr. Soucek said that we should know how close we are to losing the SSI multiplier for graduate students.

Dean Midha explained that doctoral set-aside is about \$10 million, and there are three components involved. These are FTE, number of degrees awarded, and research. FTE is 25-30% of subsidy. There was a specific number established many years ago based on enrollment for the previous five years. At that time, subsidy was enrollment driven. The current rule states that if the University falls 85% below that number we will not receive the doctoral set-aside money. The last three years of enrollment were looked at to determine what colleges were contributing to this number. Some colleges looked at how long students are going to be here.

Recently, in one college students did not know in how many credits hours they should be enrolled until right before the beginning of the semester. A decrease in enrollment affects FTE.

Dr. Sastry questioned if college targets have been used to modify recruitment efforts or develop recruitment plans.

Dr. Chase stated that there are a number of discussions occurring on campus in which there are inherent assumptions, one of which is that SSI provides for assistantships.

Dr. Allen said that they have not found a department that is revenue positive.

Dr. Sastry mentioned that IDC generation is not sufficient.

Dr. Chase said that a small number of proposals have gone forward to funding agencies in which they could have written in tuition which could have resulted in two graduate assistants. If we do not ask for tuition we are indirectly supporting other institutions. He stated that OSU requires tuition be written into grants, or the college supports the student.

Dr. Midha stated that OSU operates on a RCM model of budgeting.

Meeting adjourned at 10:40 a.m.

Respectfully submitted,

Dr. Shivakumar Sastry  
Secretary