The University of Akron
Minutes of the Graduate Faculty
April 13, 2011

Dr. Mark Tausig called the meeting to order at 3:04 p.m.

Present: Dr. Phil Allen, Heather Blake, Dr. Kate Clark, Dr. Rebecca Erickson, Mike
Giannone, Dr. Hendrik Heinz, Dr. Marlene Huff, Dr. Tim Lillie, Dr. Therese Lueck, C.
Allen Neighorn, Dr. Bi-Min Zhang Newby, Dr. Judit Puskas, Dr. Pamela Schulze, Dr.
Mieko Smith, Dr. Heather Walter, and Dr. Sajit Zachariah.

Absent with Notice: Dr. John Goodell, Dr. Karin Jordan, Dr. Harridutt Ramacharran, and
Dr. James Rogers.

1. Minutes from April 14, 2010 meeting were unanimously approved.

2. Reports

    Dr. Rebecca Erickson, Vice Chair of Graduate Council, provided a report to those
    graduate faculty members present. A copy of the report is attached.

    Mr. Mike Giannone, Communications Officer, Information Technology Services,
    provided a report to those graduate faculty members present. A copy of the report
    is attached.

    Ms. Cheryl Kern-Simirenko, Dean, University Libraries, was unable to attend the
    meeting. She forwarded a copy of her report for distribution, and a copy of the
    report is attached.

    Mr. C. Allen Neighorn, President of Graduate Student Government, provided a
    report to those graduate faculty members present. A copy of the report is
    attached.

    Dr. Mark Tausig, Associate Dean of the Graduate School, provided a report to the
    graduate faculty.

        ➢ This year the Graduate School exceeded 5,000 applications. All
          applications are submitted online through the Apply Yourself system.
        ➢ Graduate School has implemented the use of NOLIJ, and is currently
          in the process of converting all hard copy files into electronic files by
          scanning all file documents into the NOLIJ system. Hard copy files
          are subsequently destroyed.
        ➢ Graduate School is working with IT to develop a way to download all
          materials received in Apply Yourself into NOLIJ.
        ➢ Last year the University conferred 96 doctoral degrees and 1,036
          master's degrees.

- Graduate School has implemented use of the eCert system to document the efforts of graduate assistants. Some glitches in the system have occurred and currently being worked out.
- Graduate School began working with the Office of the Registrar to implement the use of DARS for graduate students, hoping to begin in Fall 2011. Once this has been fully implemented departments will no longer be required to complete and Advancement to Candidacy form for their graduate students. Once students are half-way through their programs they will receive electronic notification regarding completed and remaining degree requirements. The students' adviser and department chair will also receive this information.
- The 2011-2012 graduate assistant budget will be the same this year as it was last year. The college deans have been informed that they will receive 100% of what they were allocated last year.
- Non-academic units requesting a graduate assistant must provide a complete job description, a list of duties, and identify from what academic department they are seeking a graduate assistant. Such requests must be approved by the Graduate School. This gives some academic value to assistantship positions in non-academic units.
- No new programs from The University of Akron were presented at RACGS this year. Currently, anticipating the Doctor of Nursing Practice to be presented in the coming year.
- Thank you extended to those faculty members across campus that have reviewed and are currently reviewing Program Development Plans and Full Proposals from other institutions to offer critiques to the institutions developing the programs.

3. Action Items Referred from Graduate Council

There were no action items referred from Graduate Council.

4. Old Business

Dr. Tausig indicated that he collected data at the graduate faculty's request last year in response to the proposed amendment to 3359-60-06 *Graduate Student Classification*, which recommended elimination of the provisional admission classification. The data collected showed that there is not great use of the provisional admission classification across campus. Additionally, the majority of students who are admitted provisionally go on to succeed in their degree programs. This information was provided to Graduate Council, and the proposed amendment to 3359-60-06 *Graduate Student Classification* was subsequently withdrawn.

5. New Business

Dr. Sajit Zachariah questioned what the Graduate School is doing to track student graduation rates and provide the departments with such information.

Dr. Mark Tausig responded that he did an attrition study some time ago; however, the data he was able to collect from PeopleSoft was not conducive to an accurate study. He thinks that Sabrina Andrews, Institutional Research, has a better way to capture this data.

Dr. Sajit Zachariah suggested this conversation be taken up among the graduate faculty. Perhaps, it could be an agenda item for the Graduate Council.

Dr. Mark Tausig agreed that this is a topic worthy of further discussion.

The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Heather A. Blake
Graduate School

Report of the Vice Chair

2011 Graduate Faculty Meeting
Wednesday, April 13, 2011

Since the beginning of the academic year, the Graduate Council has had seven meetings.

- The Curriculum Committee, chaired by Dr. Sandra Coyner, has reviewed, approved, and recommended 93 curriculum proposals to Graduate Council so far this year. To date, Graduate Council has approved all of these proposals as recommended by the committee.

- The Graduate Faculty Membership Committee, chaired by Dr. Marguerite DiMarco, has reviewed, approved, and recommended 91 applications for graduate faculty membership to Graduate Council so far this year. In addition, the committee reviewed, approved, and recommended revised graduate faculty membership criteria from the Department of Sport Science and Wellness Education. Graduate Council approved all 91 applications and the revised membership criteria as recommended by the committee.

- The Student Policy Committee, chaired by Dr. Bi-Min Zhang Newby has not met as no charge was given the committee.

- Dr. Lindgren Chyi and Dr. Marlene Huff, members of the Faculty Senate, have begun attending Graduate Council meeting as guests. This is a result of the *Bylaws of the Faculty Senate* calling for two representatives to attend Graduate Council meeting. In the past no representative had been attending monthly Graduate Council meetings.

- Dr. Mark Tausig, Associate Dean, Graduate School, brought to Graduate Council his concern regarding requests being made for *Ad Hoc* Temporary graduate faculty status for current doctoral students who hold a master's degree to teach master's-level courses in the department in which they are currently enrolled. The *Bylaws of the Graduate Faculty* state that only adjunct, part-time, visiting, and other faculty members shall be eligible for ad hoc temporary graduate faculty appointment, thus such doctoral students would need to be formally appointed as an adjunct, part-time, or visiting faculty member and would not be eligible for a graduate assistantship. As a result, formal notification was sent to deans and department chairs as a reminder of the policies and procedures related to *Ad Hoc* Temporary graduate faculty appointments.

Respectfully submitted,

Dr. Rebecca Erickson, Professor, Sociology
Buchtel College of Arts and Sciences
Vice Chair, Graduate Council

The University of Akron

Information Technology Services

Report to the Graduate School
April 13, 2011

Jim Sage
VP Information Technology & CIO

This is a brief look into the activities undertaken by Information Technology Services, often working with other departments, over the past year.

Legacy Elimination

The University of Akron is planning to retire the mainframe by June 15, 2011. The project is progressing on plan. The few remaining pieces of information needed on the mainframe are being converted and reviewed by the user groups. The project is expected to save the University $300,000 annually.

Shared Service: Ongoing support; combine technical and functional units

The University of Akron continues to support Lorain's PeopleSoft ERP post "go live" environment. Development and infrastructure support continue to be provided for student, financial, and human capital management applications.

Work is underway to determine which units can be combined between the schools in an effort to more efficiently utilize existing staff. The initial focus is on Information Technology. A study for Help Desk services is underway to create a strategy and roadmap for combining units. An anticipated report will determine the scope of service, software, and organization

Other ITS units being considered include security, technical training, wide area networking, and business analysts.

Springboard (Desire2Learn)

Springboard (Desire2Learn) Faculty Steering Committee meets once in the fall, spring, and summer to discuss Springboard, faculty concerns, and feedback.

The goals of the steering committee include:

- Improve communication with faculty
- Improve and streamline Springboard features
- Determine faculty training needs
- Discuss, document, and prioritize feature requests
- Coordinate upgrade dates

Nolij

NolijWeb, the campus imaging solution, was upgraded to version 6.3 in February 2011. This new version brings a modernized approach to the software in a true web-based model, enabling the University to convert more business processes to paperless.

Additionally, this upgrade provides the avenue into future improvements and application integration to better serve the needs of its users.

- Online training materials are at http://www.uakron.edu/its/learning/training/Nolij.php.
- Online training materials include tutorials on Getting Started, Student Records Inquiry, Scanning, and Using a Template.
- NolijWeb currently has over 850 users across 108 departments and contains nearly 800,000 documents.

Student Technology: A tablet PC for all students

Our vision is to enhance the student experience through technology that is customized to the individual.

When a student arrives on their first day at The University of Akron, rather than being emailed a class list or receiving a thick binder of course room locations, etc., the student would get a device, perhaps a fully functioning tablet PC. After logging in with their University ID, the tablet will have everything the student needs to begin their academic career.

The tablet is a technology solution customized to enable students to learn more effectively and efficiently. With the addition of a stylus as well as a touch screen, the traditional tablet PCs are much more versatile and adaptable to how students work.

Information Technology is working with mySpark Technologies (www.mysparktech.com), in anticipation of conducting a pilot program at the University later this year. The intention is to choose two or three colleges to develop targeted pilots to assess student adoption rates and the value realized before engaging in campus-wide development and deployment.

At the same time, ITS continues to explore alternative technologies in an effort to identify the best solution for the University.

Campus-wide Innovation: Golden Ideas

The Spigit innovation software dubbed Golden Ideas had its initial, limited launch in early February.

The pilot began with a rollout to approximately 80 people, most being students. That group provided initial comments and ideas. They also provided feedback on the software and process.

Golden Ideas was opened to the entire campus in early March. The topic of the initial campaign is Student Success with a focus on generating ideas that would help us better prepare students to find jobs after graduation.

Digital Signage

ITS is working with other departments on campus to explore campus-wide digital signage options for the University. A pilot project last year identified that there is an interest in signage. Also, some colleges and departments already have signage in place.

A committee comprised of various departments has issued an RFP and is awaiting responses.

Boopsie: mobile applications

ITS is developing an implementation and deployment plan for mobile application Boopsie. Working with Boopsie, it will be possible to create a fully branded mobile app for The University of Akron in three months, something that would take a year or more to develop on our own. The application will be available for Blackberry, Android, Noikia, iPhone, HP/Palm, and all browser-based smartphones.

Boopsie will allow the University to have a fully functional application that will provide access to:

- Campus mapping and people directory
- Full library access and course information and reading lists
- Athletics, calendar/events and shuttle schedule
- Emergency information
- Blogs and Twitter as well as third-party content

Residence Hall Network (UARH) Bandwidth

In a move to ensure the reliability and performance of the University's academic network, Information Technology Services created UARH, a separate residence hall network to provide students with internet access from their rooms.

Even with the separate network and increased capacity, it was important that students in the Residence Halls be aware that online movies, gaming, streaming, and other high-bandwidth-consumption activities slow down the network. In addition, ITS reminded the students not to download and share copyrighted material.

To also improve performance of the new network, the University now requires authentication to access UARH. Students log into the network with their UAnet ID and password. This prevents non-University people from accessing the network and consuming bandwidth.

Quality Matters

Design & Development Services has developed an online workshop for faculty who wish to learn how to design online courses. Small groups are enrolled in an online course in Springboard facilitated by an experienced online instructor. Faculty participants review content in Springboard and complete a series of activities that help to explain how to design an online course that meets specific Quality Matters standards.

Sponsored by MarylandOnline, Inc., Quality Matters has received national recognition for its peer-based approach to quality assurance and continuous improvement in online education.

The University of Akron joined the Quality Matters (QM) Ohio consortium in early 2009. QM is a faculty-centered, peer review process that awards recognition to well-designed online courses.

Lecture Capture and Student Views

With the unlimited license now in effect for Panopto Focus, many more instructors are adopting this technology to support student learning.

Focus is a simple solution for capturing lectures and offering them for later viewing. It has the ability to capture audio, PowerPoint lectures with narration, and screen captures with narration. It offers

integrated note taking, enabling the viewer to take notes at any point in the presentation and revisit them.

There are currently 72 Recorders installed on UA computers including those in the Distance Learning classrooms that are shared by multiple instructors.

During the Fall semester, the log for the top 30 courses using Focus showed that almost 60,000 minutes of recorded lectures were viewed by 1,629 unique students. By the end of the Fall 2010 semester, 4,162 unique users had logged into the server 12,334 times to view 217,000 minutes of recorded content.

Campus-wide Scheduling: Series 25

A project of Student Affairs, the goal of the Enterprise Scheduling Solution Project is to increase classroom utilization from 50 to 70+ percent. The information provided by this new scheduling system will enable the University to improve space utilization and support our continuing growth without proportionate capital investments in new space.

The Office of the Registrar has been working with the Environment for Teaching, Learning, and Research Committee to clarify and refine the classroom scheduling procedures for the new system. The implementation team is also working to improve Event Scheduling in Athletics, EJ Thomas, the Student Union and the Wellness Center. The goal is to have one place that contains all activities scheduled at the University to improve services provided by all service units on campus.

April 13, 2011 Graduate Faculty Meeting
University Libraries

1) Mobile access to UL catalog

The online catalog has gone mobile. Users with a hand-held mobile device can search the library catalog in real time, view their library record, place requests, renew library material, and check library hours. Users with mobile devices such as an iPad or a smartphone are automatically redirected to the mobile version of the library catalog when they access the library catalog at: http://library.uakron.edu. Users with other web-enabled devices can access the mobile version of the catalog by going to: http://m.library.uakron.edu.

2) OhioLINK update

John Magill continues as Interim Executive Director in the wake of the successful candidate's abrupt withdrawal last fall. At that time, all parties agreed to postpone another national search in light of the election. The Governor's budget proposal includes a modest 2.5% reduction to the OL operating budget in 2012 and a flat budget in 2013. OhioLINK has also made a capital budget request. One of Chancellor Fingerhut's last actions was to restore the separate board for OhioLINK, for which the directors and the IUC provosts had repeatedly advocated. A major strategic planning initiative is underway.

3) Learning Studio (Bierce 274) and Learning Commons renovation for Bierce

The (first) Learning Studio (Room 274) is now up and running; the ribbon-cutting ceremony will be April 15th. It is wireless and laptop-based, with mobile tables and chairs that allow collaborative configurations. Students have six input options, including standard projection systems; short-throw projectors and Smart Boards; and high-definition flat panel display units.

In April, the first-floor Learning Commons renovation will begin. The "big white wall" that divides the first floor will be used initially as a construction wall. Later, this wall will be demolished to open the entire prime space to library users. As soon as classes are finished in May, the overall renovation will take place. Operations will be maintained during the renovation, which is expected to be completed for the beginning of Fall semester 2011.

4) New Research Collections - selected

- **America's Historical Imprints**
  Early American Imprints Digital, Evans (1639-1800) Series 1
  Early American Imprints Digital, Shaw-Shoemaker (1801-1819) Series 2

- **Elsevier Backfiles (OhioLINK)**
  Access to an additional 3.9 million articles published from1823-1994.

- **Knovel**
  The "Sustainable Engineering & Development" module has been added to our current subscription. Knovel's collection includes over 2,000 leading reference works and databases from over 70 leading technical publishers and professional societies including AIAA, AIChE, ASME and NACE.

- **LexisNexis U.S. Congressional Research Digital Collection**
  The LexisNexis Congressional Research Digital Collection (CRDC) provides full-text access to more than 26,000 Congressional committee prints published from 1830-2003 and more than 32,000 Congressional Research Service reports published from 1916-2003.

- **Springer Protocols (OhioLINK)**
  Electronic database of reproducible laboratory protocols in the Life and Biomedical Sciences.

5) Graduate student learning opportunities

Two Department of History graduate students have been working collaboratively with UL Archival Services faculty and staff, under the auspices of the National Endowment for the Humanities (NEH) grant received to organize, inventory, preserve, digitize, and make available online over 23,000 historic photographic negatives from the Goodyear Tire & Rubber Company from 1912-1984. The project provides these students with hands-on experience with primary resources and an opportunity to work with archival collections under the supervision of trained professionals. The skills they acquire will assist them in their academic and professional careers.

Cheryl Kern-Simirenko
Dean, University Libraries

Graduate Student Government
The University of Akron
Graduate Faculty Report 2011
Wednesday, April 13, 2011

General

All Graduate Students at The University of Akron are automatically members of GSG. Notably, Law Students are professional students and are members of the Student Bar Association. The number of Graduate Students this academic year has been 4000.

Internal restructuring

In May of 2010, GSG undertook a review and reworking of the Constitution and Bylaws. The intent was to build more transparency, diversity, and inclusion into GSG activities and participation. Specifically, an additional level of representation was added by including Departmental Representatives. Additionally, Executive Meeting s and Central Committee Meetings now occur weekly, year-round. The previous semester based Town Hall Meetings were replaced with monthly GSG Campus-Wide Meetings. A cooperative structure with the Associated [Undergraduate] Student Government has been developed and GSG has the part-time services of the GSG/ASG Staff Secretary which has added significant tracking and record keeping of paperwork and decisions.

External affiliations

This year, with the help of Dr. Fey, GSG joined the National Association of Graduate / Professional Students. Two officers attended the national conference in August on the MIT campus in Cambridge, MA. Two officers will be traveling to The University of Cincinnati this Friday through Sunday to attend the Midwest Regional NAGPS Conference.

The GSG president has served this year as the Chair of the Ohio Board of Graduate Students. A state-wide conference is scheduled for the weekend after finals which will be hosted by GSG at The University of Akron. It is expected that representatives of the Ohio public institutions which offer graduate and advanced professional degrees will send representatives to participate in workshops, best practices, and common issues conversation sessions.

GSG also supported efforts to improve efficiency in the issuing of re-entry visas for International Students and began the discussion to acquire paid medical coverage for Graduate Assistants at The University of Akron. This is a benefit received at some other Ohio public institutions.

Student organizations

GSG has responded to the growing number of blended membership organizations, *i.e.,* mixed Graduate and Undergraduate membership, by creating two student organization classifications. The traditional all Graduate Student organizations requires all officers to be Graduate Students. The new blended membership group must be a simple majority of Graduate Students when recognized and must maintain

at least half of it officers from the Graduate Student body. Several new groups have been processed completing work that began as long ago as the Fall, 2009.

Activities and awards

GSG added a series of three "Night out with GSG ..." events this year to increase mixing and socialization of graduate students. The first was a skating party at Lock 3 followed by a social hour at the Lockview. The second event was at the Akron Art Museum as part of the opening of the MC Escher exhibit. Third was the home opener for the Akron Aeros baseball team.

Tomorrow night, GSG will award Graduate Excellence Awards for the second year. One will be given to a Master's student and one to a Doctoral student. GSG actively supported CUGSR this year. GSG has been involved in the Student Retention and Excellence Study, Graduate Council, Faculty Senate, and the newly emerging University Council. Officially effective in the Fall, GSG will have 21 active participants / representatives involved in the new shared governance / shared leadership vehicle.

GSG partially funded participation and/or presentation of a paper for more than 120 Graduate Students representing The University of Akron regionally, nationally, and internationally at academic, practitioner, and professional conferences.

Conclusion

This year, GSG took seriously the responsibility of learning as students and sharing in teaching, research, and leadership of The University. GSG recognizes that substantial involvement in The University not only increases the learning opportunities, it increases the positive reputation of The University and the value of the degree earned the Graduate Student.

Respectfully submitted,

C. Allen Neighorn, MA

President, Graduate Student Government
The University of Akron, OH