

The University of Akron  
Minutes of the Graduate Faculty  
April 22, 2019  
Zook Hall, Room 113

Dean Chand Midha called the meeting to order at 3:06 p.m.

Present: Dr. Philip Allen, Ms. Heather Blake, Dr. Sheau-Huey Chiu, Mr. John Corby, Dr. Aimee DeChambeau, Dr. Gary Doll, Dr. Richard Glotzer, Dr. John Huss, Dr. Tim O'Neil, Dr. John Roncone, Dr. Ira Sasowsky, Associate Dean Marnie Saunders, Dr. Robert Schwartz, Dr. Linda Shanks, Dr. Mark Soucek, Dr. Julia Spiker, and Dr. Shannon Zentall.

**Approval of the minutes of the 2017-2018 Graduate Faculty meeting held March 14, 2018**

Dr. Schwartz made a motion to approve the minutes of the 2017-2018 Graduate Faculty meeting. Dr. Huss seconded the motion. Minutes were approved without dissent.

**Reports**

Graduate Council

Dr. Mark Soucek, Vice Chair, Graduate Council, provided a report on this year's activities of Graduate Council. He stated the following actions were taken by Graduate Council:

Graduate Council approved 110 curriculum proposals as reviewed, approved, and recommended by the Curriculum Committee. The Curriculum Committee reviewed a request from the School of Sport Science and Wellness Education for a change in CIP Code for their master's program in Exercise Physiology/Adult Fitness and recommended approval of the request. Graduate Council approved this recommendation.

Graduate Council approved 58 graduate faculty applications and updated graduate faculty membership criteria from the Departments of History and Philosophy as reviewed, approved, and recommended by the Graduate Faculty Membership Committee.

After review, approval, and recommendation by the Student Policy Committee Graduate Council approved a request from the College of Business Administration to allow students to petition for a waiver of the GMAT, GRE, or other standardized test if they have achieved three years of progressive work experience, showing both management and quantitative responsibilities after completion of a bachelor's degree from an accredited institution.

Graduate Council discussed and approved a Tuition for Tutoring Incentive. Such incentive would support undergraduate education with graduate students, who are not graduate assistants, providing tutoring services particularly in gateway courses. Graduate student tutors cannot concurrently hold a graduate assistant appointment with the University. Eligible graduate students may work up to a maximum of 10 hours per week providing tutoring support in their fields of study with emphasis on gateway courses.

Students will be paid in tuition waivers with a ten hour per week semester commitment providing a \$2,500 tuition waiver. To receive the entire \$2,500 tuition waiver students must complete ten hours per week of tutoring for the entire semester. To be eligible for the tutoring for tuition program a student must be enrolled full-time while not exceeding program credit hour requirements, be in good academic standing with a minimum 3.3 cumulative grade point average, be vetted by the appointment department chair/school director to have the knowledge base necessary for tutoring the particular course, meeting English language proficiency requirements, and not currently hold a graduate assistantship appointment. Appointments are renewable provided the student maintains eligibility.

Dr. Schwartz inquired if the funding for the Tuition for Tutoring Incentive is in process.

Dean Midha responded that he has spoken with Provost Ramsier, and the money will come from the general fund, and the goal is to have a certain number of tuition for tutoring slots, which would be available to all colleges. The deans will be informed accordingly.

#### Office of Research Administration

Dr. Allen stated that effective January 1, 2019 a new research policy was enacted. For all new proposals for every two dollars allocated to the PI or Co-PI salary one dollar is required to be allocated to buyout salary. Every new proposal with less than full IDC or tuition of \$5,000 per graduate student per year will be reviewed by the Provost. The proposal may or may not be allowed to be submitted. For those proposals that require review the PI must provide a rationale as to why the proposal should go through. Dr. Allen said that new proposals meeting all requirements will not need reviewed. He stated that the Board of Trustees decided it was important to tax summer salary in order to do research or cut back on the amount of research done. Dr. Allen mentioned that awards and expenditures have improved. There are two new NIH R01 research awards this year in Chemistry.

Dr. Loth questioned how much money the general fund is going to gain.

Dr. Allen responded that \$800,000 per year to the general fund has been estimated.

#### Information Technology Services

Mr. John Corby, Chief Information Officer, provided a report from Information Technology Services. He reported on the following ITS initiatives: Network-Related Initiatives, Analytics Initiatives, Services Initiatives, Curriculum Management System, Support Technology, Training, and Security.

Network-Related Initiatives – Replaced wireless access points, upgraded cabling in buildings, deployed Eduroam, currently deploying a new wired network with a June completion date, increasing OARnet bandwidth as part of the University's cyber range set-up, and replacing current telecommunications technology with a 2021 completion date.

Analytics Initiatives – ZipReports is being migrated to Oracle Analytics. Quick reports and E&Y dashboards (except for GA) have been migrated. A new GA dashboard is being developed. ITS is working with University leadership and Institutional Research on implementing a data governance process.

Services Initiatives – Faculty and staff laptops over five years old are being replaced under the laptop refresh program.

Curriculum Management System – Leapfrog will replace the current curriculum proposal system. There will be no migration of in progress work. ITS will be working with a pilot group of faculty this summer prior to the new system going live. In-person training will begin this fall and continue every fall thereafter. Online training will be available anytime.

Support Technology – An upgrade has been made to Footprints, the helpdesk technology. It will be made a self-service process. Faculty and staff can put in their own work tickets 24 hours a day, seven days a week. The ITS website is being upgraded to focus on access to services.

Training – Training aids are being updated and managed.

Security – Open kiosks have been removed from campus. Those that are still in place require authentication. Office 365 advanced threat protection is being refined. Video surveillance has been identified for upgrade. This upgrade will include new servers and cameras. The University is a site for the Ohio Cyber Range beginning in August. A grant from the state will allow for the addition of more servers, storage, and programming to our cybersecurity facilities.

Dr. Loth asked if ITS has sufficient personnel to complete tasks given the number of individuals leaving the University.

Mr. Corby responded that ITS has sufficient staffing to carry out tasks. A number of student employees assist with deployments. There is a lack of senior-level staff trained on the technology to which the University is moving. In such instances outside assistance is employed.

Dr. Zentall stated that she has experience several problems with the new Footprints system. She indicated that she sent an email to Footprints, and it bounced back to her. Dr. Zentall said that eventually someone reached out to her. It seems to be a problem on both ends.

### University Libraries

Dr. DeChambeau, Dean, University Libraries, provided a report on UL services and programming. Highlights included the following:

News Literacy Summer Institute – A teacher training event in partnership with the Akron Public Library.

Affordable Learning Summit – A free event to help foster information sharing among institutes in the State of Ohio that are currently engaged with an affordable learning initiative.

Information Literacy Mini Grants – University Libraries and the Institute for Teaching and Learning offered summer grants of up to \$500 for faculty to improve the teaching of information literacy. Grants allowed development of course materials, new assignments, or other resources to support students.

Affordable Learning/Open Educational Resource Adoption Grants – Funded by OAA and managed by University Libraries/Affordable Learning Initiative. These grants total \$10,000. Grant recipients must review an open textbook, adopt the textbook for their course, adapt any additional open content to fill objective gaps, and develop ancillary materials with completion by Spring 2020.

Dr. DeChambeau stated that University Libraries has been offering targeted workshops on research, scholarship, and academic integrity issues for Engineering graduate students. There are also Computer Science and Engineering graduate student workshops offered online. University Libraries has co-sponsored thesis and dissertation bootcamps with the Graduate School.

Dr. DeChambeau shared that the collections budget is going down. Each year it has been necessary to unsubscribe to something. University Libraries receives funding from the general fund and relies heavily on a per credit hour student fee. This funding model means that the collections budget is volatile when enrollment changes. The collections budget has decreased as a result of the University's enrollment challenges in recent years. University Libraries is working to minimize the impact of collections cuts on learning, teaching, and research.

Dr. Huss inquired if there has been any dialogue on providing funding in another way.

Dr. DeChambeau responded that is a very difficult conversation.

Dr. Zentall asked if the cost can be shared.

Dr. DeChambeau replied that there is cost shared with OhioLink. University Libraries must first determine if costs can be shared. Licenses can be negotiated and renegotiated.

#### Dean of the Graduate School

Dean Midha stated graduate education on campus has been facing big challenges for last three years. Graduate Council made some hard decisions to cut funding for master's students and kept funding for doctoral students intact. Immigration changes have been affecting graduate enrollment. It is likely that enrollment may be down again in Fall 2019. Doctoral applications are down despite no changes in funding. Dean Midha said that there are currently 264 applications (master's and doctoral) in the departments with no action having been taken.

Dr. Zentall indicated that applications are often missing materials, thus the department can take no action. She said it would be better if applications were sent once the file is complete.

Dr. Schwartz stated that a number of open applications in the College of Health Professions is a result of reaching the admissions cap on program. Schools are reaching out to see if students are willing to hold off until Spring 2020.

Dr. Loth inquired what is transpiring with Biomedical Engineering, since the program has been suspended.

Associate Dean Saunders responded that the Graduate School is waiting on Dr. Menzemer to follow up.

Dean Midha stated that the college is looking at ways to admit students if they are interested in areas that are suspended. He reached out to the College of Engineering to see what is taking place and has not yet received a response.

Dean Midha said that all assistantship contracts must be in the Graduate School by May 1. He did mention at the last Graduate Council meeting changing the deadline to July 1.

Associate Dean Saunders stated that a proposal for double-counting graduate credits for accelerated bachelor's/master's degrees is with the Chancellor. Accelerated programs must have 150 unique credit. The proposal is to double count credits down to 141, allowing students to double count approximately three courses. Associate Dean Saunders said that the minimum requirements for both degrees must still be met. Everything over 150 credits can be double counted. This could be more of a blanket approval with curriculum proposals unnecessary; however, this not having been decided may explain the reason it is being held in OAA.

Dean Midha emphasized that there 30 distinctive credits for the master's degree must be maintained. Further information will be provided once it has been received.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,  
Heather A. Blake  
Graduate School