SEC/PROVOST JOINT CONFERENCE MINUTES

November 10, 2015

2:30-4:30 pm   110 Olscamp Conference Room

Present: Rodney Rogers (VPAA), Allen Rogel (FS Chair), Rachelle Hipper (FS Vice-Chair), Robyn Miller (FS Secretary), Peter Blass (A&S), David Border (TAAE), Timothy Brackenbury (HHS), Kerry Fan (TAAE), Mariana Mitova (EDHD), Julia Largent (GSS), Victor Senn (UGS) Stephanie Walls (Firelands), Arne Spohr (CMA).

PRESIDER: Vice Chair- Rachelle Hippler

Meeting began at 2:30 p.m.

APPROVE MINUTES:

MOTION (Tim Brakenbury) Move to approve minutes from November 24, 2015 (Second: Allen Rogel. Minutes approved with editorial corrections.

ANNOUNCEMENTS:

Provost Rogers discussed several issues:

1. Grad and undergrad numbers look good for fall '16 as well as numbers for fall '17 & '18. We are up 30% in housing deposits from a year ago, and we are running about 9.5% higher than we were a year ago in terms of admitted students. E campus is strong and continues to grow as well.
2. Retention is a concern our fall to spring persistency rate; we are about a one and a quarter percent below where we were a year ago. This may improve since there may be holds on some students' accounts that will be removed. We will be ok, but we may not get to the goal of 80%. Preview day had 909 students and we collected 120 housing deposits. We are doing well with territory management and financial discounting.
3. A couple projects are finishing up health and human services. When we come back in January we will begin the renovation of Mosley and University Halls. We are looking at extending Hanna Hall about 60,000 square feet, probably start construction in 2018.
4. CFE will move from University Hall into Olscamp permanently. The idea is to work with faculty and staff in this space. The idea is to engage students in all different types of pedagogy, not just technology.
5. HB 64, the spreadsheet was distributed to CAA and the various deans and department chairs. This spreadsheet has identified courses as under enrolled according to the Chancellors definition. This makes up about 30% of courses. We have asked the department chairs to have their report by Dec. 14 in order that the university can bring the data together to have the report back to the State by January 31st.
6. Retention rates are FTFT students. We want to get to a 50% 4 year graduation rate and a 60%

six year graduation rate. Once BGSU keeps students after the first year, they tend to graduate, which is different then our sister schools such as Kent State.

OLD BUSINESS:

Amorous Relations Policy- Chair Allen Rogel explained the document. Was tabled pending release of future updates. We have this draft in front of us. Barbara Waddell and Viva McCarver were not available to come to this meeting to discuss this. Right now this policy is in the faculty handbook that is part B of the academic charter, this is a complete replacement for what is currently there. There is a desire from the State Attorney General that all policies are in one place and that is the General Counsel's website. The problem is, we can't have multiple variations of wording in several different places. What we are being asked to do is look at this document, send it to Amendments and Bylaws for insertion into the Charter in B1.e.5. The text has to be the same between what is posted on General Counsel's website, and what is in the Charter. Editorial changes can be done my A&B in conjunction with Human Resources. We will still have an opportunity to bring up substantive changes, we can suggest substantive changes, but there will be the issue with Ohio law.

Discussion- It was discussed that the essence of the policy is that if a faculty member who is directly or indirectly in a supervisory roll over a student and a consensual romantic relationship occurs. The supervisor has to report this relationship, so arrangements can be made in order that the supervisor will no longer be in an authoritative role over the student.

Amendments and Bylaws will change some of the wording and will be asked to work with Vicki McCarver and Barbara Waddell for clarification. It will then need to go to General Counsel and has to be approved by the State.

Motion to approve in substance draft that is presented and send to A&B for Charter wording (Allen Rogel). Second (Peter Blass). Motion carried.

NEW BUSEINSS:

CAA: Graduate College Policy Changes.

1. Accelerated Bachelors/Masters Program Policy-

   The Graduate College at Bowling Green State University has several graduate programs that permit qualified undergraduate students who are earning their bachelor's degree at BGSU to apply to an ***Accelerated Bachelor's/Master's program***.[1] Participating in an Accelerated Bachelor's/Master's program provides the opportunity for students to complete both a bachelor's degree and a master's degree in an efficient and effective format. Not all master's degree programs participate in the Accelerated Bachelor's/Master's program.

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[1] These policies pertain to students who wish to officially work toward both a bachelor's degree and master's degree at BGSU simultaneously. However, students who wish to take graduate level courses during their senior year but not officially enroll in a master's degree program may apply to do so by earning Advanced Undergraduate Status (AUS). AUS guidelines can be found on the Graduate College website Documents and Forms.

Admissions Requirements

Students interested in pursuing an Accelerated Bachelor's/Master's program should see program specific websites for additional guidelines and expectations. In addition to any program-specific requirements, the following Graduate College policies apply to all programs.

An application to an *Accelerated Bachelor's/Master's* program requires the following.

1. By the start of Pre-Master's status, either:
   - 75 credit hours earned and an overall BGSU GPA of at least 3.2[2], **or**
   - 90 credit hours earned and an overall BGSU GPA of at least 3.0;
2. A completed Accelerated Bachelor's/Master's Program Application;
3. Official transcripts from all universities attended;
4. At least one letter of recommendation from a full-time BGSU faculty member, preferably from graduate faculty within the student's major or targeted graduate program;
5. Completion of any other program-specific graduate application requirements (see desired program website).

Accelerated Bachelor's/Master's Graduate College Policies

Student Status Once accepted into an Accelerated Bachelor's/Master's program, the student remains coded as an undergraduate student with *Pre-Master's* status and officially becomes coded as a graduate student once the student has earned the bachelor's degree. The student's coding as an undergraduate or graduate student is associated with other BGSU policies pertaining to degree status.

Credit hour policies The following policies apply to students in all Accelerated Bachelor's/Master's programs. Applicants should check individual program websites for any additional policies pertaining to that particular program.

1. After being accepted into an Accelerated Bachelor's/Master's program, students may take up to 12 credit hours of graduate credit while maintaining undergraduate status.
2. Subject to program approval, students may apply a maximum of 12 credit hours to both the bachelor's and master's programs. However, the ability to apply credit hours to both the undergraduate and graduate degree is influenced by each program's minimum credit hour requirements. (see policy #3)
3. At the end of both the bachelor's and master's degrees, a student must have a minimum of 150 discrete semester credit hours (120 + 30 = 150 state of Ohio regulated minimum credits).
4. Pre-Master's students may enroll in 5000 and 6000 level graduate classes (not 7000).
5. All graduate policies pertaining to graduate credit hours, time to degree, and other regulations are also applicable to Accelerated Bachelor's/Master's program students.

Tuition Students enrolled in *Accelerated Bachelor's/Master's programs* with *Pre-Master's* status will pay tuition at the undergraduate rate through the completion of the bachelor's degree. Thereafter, students will be coded as graduate students and pay the graduate rate for tuition and fees.

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[2] For the purposes of this policy, BGSU GPA is calculated based on BGSU credits only. However, credits transferred into BGSU may be counted as part of credit hours earned (not GPA).

Financial Aid Students will be eligible for financial aid based on their BGSU student status as either an undergraduate or graduate student. During a student's *Pre-Master's* status, they remain coded as undergraduate students and may be eligible for financial aid but not graduate assistantships. Once students become regularly admitted graduate students with full graduate student status, they may be eligible for graduate-level financial assistance, including graduate assistantships with stipends and/or graduate tuition scholarships.

Program Withdrawal A student admitted to an Accelerated Bachelor's/Master's program with a *Pre-Master's* status may withdraw from the program and continue as a traditional undergraduate student toward the completion of the bachelor's degree.

Program Dismissal Students who fail to maintain minimum requirements for adequate academic graduate standing will lose *Pre-Master's* status, and as a result will be unable to continue taking graduate level courses. Under these conditions, if adequate standing is maintained for their undergraduate program, the student may continue in the bachelor's degree program.

Discussion: The purpose of this is to allow fast tracking through some targeted programs. Some particular programs are geared towards accepting undergraduate students. These programs get students involved in masters programs, the more graduate students on campus, the less likely we are to loose these students to other institutions. We can recruit high achieving students, if we keep students here on campus, it gives us an edge on the graduate level.

Motion to approve policy (Mariana Mitova). Second (Kerry Fan). Policy approved

2. Credit by Examination Policy- Rationale for change is increase clarity. Policy change is as follows:

PREVIOUS POLICY

Credit by Examination

Students who feel qualified to receive credit by examination may submit a formal petition to the Graduate College setting forth evidence of previous study and/or specific experience which they believe should permit them to take such an examination (see Documents & Forms). Students who successfully pass an examination for credit receive a grade of S. Students who fail an examination for credit have a notation to that effect entered in the appropriate place on the record. A maximum of six graduate credit hours may be taken by examination. Both degree seeking and non-degree students may earn credit by examination.

Credit by Examination

Degree-seeking sStudents who feel qualified to receive credit by examination may submit a formal petition for credit by examination to the Graduate College setting forthincluding evidence of previous study and/or specific experience which they believe should permit them to take such an examination (see

Documents & Forms). Students who successfully pass an examination for credit receive a grade of S. Students who fail an examination for credit have a notation to that effect entered in the appropriate place on the record. A maximum of six graduate credit hours may be taken by examination. Both degree seeking and non-degree students may earn credit by examination. Credit by examination cannot be used for a course in which a grade has been received at this university.

Credit by Examination

Degree-seeking students may submit a formal petition for credit by examination to the Graduate College including evidence of previous study and/or specific experience which they believe should permit them to take such an examination (see Documents & Forms). Students who successfully pass an examination for credit receive a grade of S. A maximum of six graduate credit hours may be taken by examination. Credit by examination cannot be used for a course in which a grade has been received at this university.

Discussion: If the student does not pass the exam, they are just out the money to take the exam. They cannot get credit by exam for a course that they already have a grade for.

Motion to accept the policy change (Mariana Mitova). Second (Peter Blass). Policy approved.

3. Reactivation Policy: Policy changes are as follows:

RE-ADMISSIONRE-ACTIVATION POLICY

If a Plan I (thesis option) master's student has had no registration activity for four or more terms semesters (including summer) and has never registered for thesis research (6990), the student will not be able to register for classes.must reapply to the Graduate College. Once a student has been re-admitted to the Graduate College and has registered for 6990, then the student is considered active.

If a Plan II (non-thesis option) master's student has had no registration activity for four or more terms (including summer), the student must contact the Graduate College about submitting an application for graduation or reapply to the Graduate College before continuing the degree program.

If a doctoral student has had no registration activity for four or more terms (including summer) and has never registered for dissertation research (7990), the student must reapply to the Graduate College before continuing the degree program. Once a student has been re- admitted to the Graduate College and has registered for 7990, then the student is considered active.

To apply for readmissionreactivation, a student must submit a completed application for admissionGraduate Program Reactivation Form. Reactivation is subject to the approval of both the Graduate Coordinator and the Graduate College Dean or Designate. , pay the application fee and submit updated credentials if required to the Office of Admissions and a letter to the degree program describing the circumstances surrounding his or her absence from the University and requesting readmission. If course work has been taken at another university during the absence, an official transcript must be

forwarded directly from the institution to the Office of Admissions. A degree program may request additional documents for readmission, such as letters of recommendation.prior to approving deactivation.

After reviewing the request for readmission, the degree program will forward a recommendation to the Office of Admissions

☐ Current policy asks students to re-apply through admissions and pay application fee. Students already have a file on record, so no new work is needed to warrant the application process and the fee.

☐ Current policy implies that students who have registered for 6990 or 7990 do not need to get readmitted. That is not the case.

☐ Simplified policy **REACTIVATION POLICY** If a student has had no registration activity for four or more consecutive semesters (including summer) the student will not be able to register for classes. To apply for reactivation, a student must submit a Graduate Program Reactivation Form. Reactivation is subject to the approval of both the Graduate Coordinator and the Graduate College Dean or Designate. A degree program may request additional documents prior to approving reactivation.

No Discussion:

Motion to accept policy change (Stephanie Walls). Second (Allen Rogel). Policy accepted.

BS Forensics Science:

1) New major: BS Forensic Science
   a) New specializations
   b) Forensic Biology
   c) Forensic Chemistry
   d) Forensic Examination
2) New courses
   a) CHEM 4220
   b) FSCI 3100
   c) FSCI 4100
   d) FSCI 4300
   e) FSCI 4990

Discussion: This new major is very rigorous curriculum, will not be for all students. Forensic science limits career choices chemistry could open other doors.

Motion to accept new degree with specializations and new courses. (Victor Senn). Second (Stephanie Walls). New degree will go to Senate for full senate vote. Specializations will be mentioned, it will all be one vote.

InfoTech University Standing Committee/CIO Advisory Board: This issue has been brought to the attention of SEC. John Ellinger CIO at Bowling Green State University has not been using the university standing committee InfoTech but has created an advisory committee. Vice Chair Rachelle Hippler met with John Ellinger to discuss this matter. Mr. Ellinger stated that he did not feel that he was getting feedback from the committee to move the University forward.

Discussion- We need to see how to make InfoTech a useful committee. The problem with not using the university standing committee is that fact that faculty do not have a voice. There could be a need for both committees to work together for mutual input. This needs to be addressed because it can be damaging to shared governance. It is about the principle to have respect for the university standing committee.   We may need to revise the committee for todays needs. Proposed solution is to have Com/Com meet with John to discuss using the committee and have Com/Com update the purpose of the committee and establish an updated role, as well as get the committee established.

Motion to send InfoTech to Com/Com for updated purpose, establish updated roll, and get the committee reestablished. (Allen Rogel). Second (Julia Largent). Motion carried.

Adjunct Survey: Chair Allen Rogel discussed the newly established Adjunct committee on faculty senate. The Chair of the committee Rob Obey has drafted a survey to send to all adjunct faculty. There was a copy of the survey distributed. Chair Rogel has requested that SEC members email him with any comments and additions so he can take it to Rob Obey in order that the survey can be distributed to adjunct faculty on Listserve. Chair Rogel would like suggestions. The AAUP also has an interest in this survey as well, in order that actions may be taken if necessary.

ISSUES AND CONCERNS:
- All faculty senators are invited to the University House next Tuesday, invitations were sent out, please RSVP by Dec. 11th.

SENATE AGENDA ITEMS(January 19, 2016)
- Firelands College 50th Anniversary (Andy Kurtz)
- Campus Safety (Monica moll)

ADJOURNMENT

Motion to adjourn Peter Blass, Second Mariana Mitova

Meeting adjourned at 4:45 pm.