

MINUTES

UNIVERSITY GRADUATE COUNCIL MEETING March 11, 2004

ATTENDANCE

Voting Members: Stephen Alway, Khashy Aminian, Ron Balvers, Patrick Callery, Keith Inskeep, Wafik Iskander, Brett Kenney, Chris Plein, Ann Oberhauser, Tim Sweet, Virginia Thompson, and Dick Walls

Ex-officio Members: Stan Cohen, Fred Minnear, and Robert E. Stitzel

Visiting: None

Minutes of the January and February Meeting

The January Minutes will be e-mailed in the next couple of days or sent along with the March read-ahead materials. As per standard practice the minutes from the December Council Meeting have been distributed and comments or corrections are to be e-mailed to Donna Buckhalter. After two weeks the minutes will then stand approved as is.

Proposed Revision of the MPA Curriculum – Chris Plein

Dr. Plein presented the revision of the MPA Curriculum. He stated that the proposed modifications would change five courses and would change the number of hours for the Master of Public Administration degree from 47 credit hours to 45 credit hours. Those courses would include:

PA 600, Professional Skills Seminar, (2 credit hours) is currently a two-day orientation to the MPA program with some assignments through the semester. It would change to Public Administration 600, Scope and Practice (3 credit hours) and would be taught in a regular semester course format.

PA 630, Methods for Public Administration Research, currently a four credit hour course because it included a computer lab. It would then change to a regular three credit hour course and be titled PA 630, Research Methods.

PA 700, Capstone Seminar: Strategies for Change, has been a two credit course. PA 752, Public Administration Internship Analysis, has been a three credit course. Because they perform similar functions, they will be strengthened and combined in PA 700, Capstone Seminar, a three credit course.

PA 730, Applied Research in Public Administration (3 credit hours), has been a required course. A second methods course would still be required, but students would be able to select a second course from a cluster of methods courses in Public Administration (including PA 730) and other fields.

These curriculum modifications were developed and approved by the Master of Public Administration faculty and overwhelmingly supported by the students. The proposed changes were presented and discussed by the Visiting Committee with unanimous approval. These revisions were presented to Marshall University faculty responsible for the joint MPA program with recognition that the changes would improve the Charleston offering and solve some of the operational problems.

Questions among the council included whether these changes produced any change in the learning outcomes and are there any accreditation issues. Dr. Plein reported that it does not affect the learning outcomes and that the changes would in fact make the learning outcomes better. Council wanted to know if the changes created any problems for Marshall. He reported that they were very much in favor of the changes. Ron Balvers made the motion to approve the changes to the MPA Program. Steve Alway seconded the motion and it was approved

BOG Report on M.M and Doctor of Musical Arts in Music – Tim Sweet

Dr. Tim Sweet reported on the master's and doctorate in music. He stated that both programs have eight tracks. The master's level offers Traditional Performance, Pedagogy (piano or jazz), Music Education, Composition, Music History, and Music Theory. Student learning outcomes are specified for each track within the master's degree and are well correlated to each other. For example, in the Pedagogy track, the student must develop "a specific, focused area of expertise" with knowledge of "History and Theory and an understanding of how this knowledge relates to the development of the repertoire." Assessment methods depend on the track and involve several of the following classroom exams, written assignments, comprehensive exams based on NASM standards, individual lessons, public recitals, concerts, presentations to the jury, research projects, theses, and field studies.

Dr. Sweet reported that in regard to the plans to improve quality and productivity the program is currently implementing a system of master's program assessment in which each track will be reviewed by a faculty committee every three years. For 2003-04, the Performance and Music Education tracks will be reviewed. He also reported that in fall 2003 the Division implemented a program to track employment information through a placement questionnaire sent to all graduates.

Dr. Sweet also reported on the Doctor of Music. In the graduate programs, studio lessons and a wide range of performance ensembles provide a foundation for all degrees. The doctoral program fulfills WVU's land grant mission by training students in performance, pedagogy, composition, and related areas. Two degrees are offered: the DMA with tracks available in higher education, and private studio teaching. Assessment methods are the same as for the master's program depending on which degree the student is working toward.

In terms of the plans to improve quality and productivity, the program began making changes in 2001 to focus more extensively on written and oral communication in course work and on the comprehensive (i.e. candidacy) exam, while maintaining the requirements set forth by the NASM standards.

One of the problems associated with the Ph.D. program is in enrollment. A lot of students come into the program but take positions before they can finish. That is evident in the fact that the program had only 1 graduate. Stipends are very low so the student must take employment while trying to finish their program. Discussion among the council brought out issues of what is the average length of completion. Dr. Sweet reported that the national average was five years. The council felt the program needed to do more in the way of assessment, especially using employee surveys and exit interviews. The council asked that these issues be included in the self-study document. After discussion Dr. Walif Iskander made the motion to approve the changes to the Ph.D. Program in Music. Kashy Aminian seconded the motion and it was approved.

BOG Report on Masters of Social Work – Kashy Aminian

Dr. Aminian reported that the Masters of Social Work is currently accredited by the Council of Social Work Education. It is a two year course of study including summer sessions. Students can select two practice tracks: Direct Practice or Community Organization and Social Administration. Students can also choose to concentrate in one of three Fields of Practice: Health Care and Aging, Children and Families, or Community Mental Health. Students may also opt for a dual MSW/MPA degree, a Graduate Certificate in Gerontology, a Graduate Certificate in Nonprofit Management, and/or Graduate Certificate in Healthcare Administration. He states that a great majority (85%) of graduates find employment within six months of graduation. A majority of the graduates (65%) are employed in West Virginia and the rest are employed in Pennsylvania and Maryland.

In regards to assessment the program has an on-going assessment program that utilizes a number of tools to measure achievements of 14 program objectives. Dr. Aminian acknowledges the assessment but felt it should be spelled out in the review since it is not clear how they meet the objectives, and there is no evidence stated how the change they made is really working for the program.

The program has significantly improved its website and requirement materials in order to attract full-time students. The program anticipates increasing numbers of applications from international students. The off-campus MSW program will continue to attract students as more social agencies, including the WV Department of Health and Human Resources, pursue organizational accreditation. This will increase the demand for graduate social work education, especially for those aspiring to supervisory positions.

Dr. Aminian reported that the program is sound and that the numbers look good. He states that the MSW program is the only accredited graduate level program in social work in the state of West Virginia and delivers valuable service through its faculty, alumni, and students. The council recommendations include that the program develop a more coherent assessment program that utilizes the documented results for continuous improvements. After discussion Dr. Fred Minnear made the motion to approve the Master of Social Work Program. Dr. Ann Oberhauser seconded the motion and it was approved.

Discussion of Programs of Excellence – Masters in Public Health

Dr. Fred Minnear

Dr. Fred Minnear discussed the points that make the Master's in Public Health a program of excellence. In regards to distinction, the MPH program on its first application in 1997 was accredited to the year 2008. The new program has quickly achieved a national ranking of 32 out of 100 by US News and World Report. The revised Practicum is a rigorous experience culminating in a written report and public presentation that each student delivers before an audience of faculty and fellow students. The program is dynamic and expanding in response to rapidly changing public health needs. In terms of graduates, the program has 63 students enrolled, 89% are employed in the public health field and 68% have secured employment in the public and private sectors of West Virginia. Faculty have demonstrated excellence with 117 peer-reviewed articles and over \$15 million in external research funding. Faculty are routinely quoted in the press, from USA Today to the New York Times, and the faculty produced atlases sponsored by the Centers for Disease Control and Prevention. One faculty member has been labeled one of the ten great minds in America.

Dr. Pat Callery made the motion to approve the Masters in Public Health as a Program of Excellence. Dr. Chris Plein seconded the motion and it was approved.

Discussion of Programs of Excellence – Masters in Public Administration
Dr. Ron Balvers

Dr. Ron Balvers presented the Masters in Public Administration as a Program of Excellence. He believes that they do meet the criteria for excellence because they appear to be a program of high value, sound design, and the only program in the state of West Virginia offering a Master's of Public Administration. This program supports WVU's mission by serving critical state needs in economic development, improving communities, and enhancing organizational effectiveness. In the area of distinction the program is ranked 65th in the US News and World Report. Most graduates reported finding employment within their preferred field within six months and few were unemployed. All full-time members of the faculty have doctoral degrees. The program did not provide summary evidence that places the program and faculty achievements in a national context, but the committee and council feel that the extensive specific information provided in the self-study report is sufficient to merit the program of excellence designation.

Dr. Ron Balvers made the motion to approve the Masters in Public Administration as a Program of Excellence. Dr. Keith Inskeep seconded the motion and it was approved.

Discussion of Programs of Excellence – Masters in Occupational Therapy
Dr. Brett Kenney

Dr. Brett Kenney stated that the MOT program seems to be developing into a outstanding program. The graduates are actively sought and they do a good job meeting the state's mission. He states that the program's distinction is represented by Physical Therapy faculty working on a text that will be used nationally. He states that this degree is a professional degree and students take a national standardized test and that the program's graduates perform well above the national average. Three of six faculty members hold Ph.D. degrees.

The Council felt that this program is a new program and they have not had the time to get any national distinction. The council recognizes that this program is developing an excellent reputation. Dr. Chris Plein made the motion that the Masters in Occupational Therapy not be approved as a Program of Excellence. Dr. Ron Balvers seconded the motion and it was passed.

Discussion of Programs of Excellence – Masters of Fine Art in Visual Art
Dr. Bob Stitzel for Art Weldon

Dr. Stitzel presented the request for Program of Excellence in Visual Arts. He stated that the first three criteria for Excellence were clearly satisfied in that the program was ranked 61 out of more than 300. Other universities that received the same rank as WVU were Boston University, Penn State, Stanford University, and the University of North Carolina. In the area of curriculum and assessment MFA students must present work each semester for a Graduate Committee Review, prepare an exhibition of their work, and submit a written thesis. All graduates from past years are employed as practicing artists, designers, and teachers at various levels. Of the 16 full-time faculty, 14 hold terminal degrees in their field. Because of their accomplishments, the faculty has been called upon to provide public exhibitions and deliver visiting artists' lectures.

After discussion the council feels that the fourth criterion for excellence needs to be further documented in the final revision of the BOG report. Dr. Stitzel will communicate with Dr. Weldon and develop further documentation in regards to faculty accomplishments. Dr. Ron Balvers made the motion that the Masters of Fine Art in Visual Art be approved as a Program of Excellence. Dr. Dick Walls second the motion and it was approved.

Old Business

None

New Business

Dr. Stitzel reported that there may be a program in English that the council would need to approve. He suggested that this could be accomplished by e-mail rather than by a formal meeting. He asked that the council vote on whether Dr. Stitzel could review all suggestions that were sent to him by e-mail and prepare a document to be sent to the Board of Governors for approval. Dr. Keith Inskeep made the motion that we either approve or disapprove this program by e-mail instead of having a formal meeting. Dr. Pat Callery seconded the motion and it was approved.

The Council also asked that Dr. Stitzel provide copies of the final BOG reviews so that other faculty within the departments could see the final review that was submitted to the Board of Governors. Dr. Stitzel will send copies of the final reviews to the chairs and graduate directors of all the departments.

Adjourned for the Academic Year