

GRADUATE PROGRAM GOVERNANCE

DIRECTOR OF GRADUATE PROGRAMS

The **director of graduate programs** reports to the academic vice president. The director has administrative responsibility for graduate programs relative to the following:

- program design and modification
- admission to programs
- evaluation of course transfer requests
- acceptable progression within a graduate program
- eligibility to graduate from programs

This responsibility is exercised within the context of oversight of graduate program structure and implementation by a variety of groups: the Graduate Program Committee, the Graduate Admissions Committee, the Dean's Council and, ultimately, the Cedarville faculty at large.

The director of graduate programs chairs two university oversight committees:

GRADUATE PROGRAM COMMITTEE

- The **Graduate Program Committee** provides direction and oversight regarding curricular and program policy issues. This committee is comprised of
 - a member of the Dean's Committee (sitting as an ex-officio member)
 - one faculty member from each department sponsoring either a graduate program or a career concentration in the M.Ed. program
 - one at-large faculty member from the faculty not sponsoring either a graduate program or a career concentration in the M.Ed. program
 - one faculty member from the Library

- one staff member chosen from among the following areas:
 - Admissions
 - Registrar
 - Student Life
 - Computer Services

GRADUATE ADMISSIONS COMMITTEE

- The **Graduate Admissions Committee** provides direction and oversight regarding admission to the various graduate programs. This committee is comprised of
 - one faculty member from each department sponsoring a graduate program or career concentration (for the MSA program)
 - one staff member from the Enrollment Management Division
 - one staff member from the Student Services Division
 - the vice-president for enrollment management

The director of graduate programs works with **school deans** and **department chairs** to facilitate the staffing of graduate courses.

Graduate programs themselves are approved by the Board of Trustees in accordance with directives from the Ohio Board of Regents. Curriculum design for all new graduate programs and for those that undergo substantial change (as determined by the academic vice president) are submitted, through designated channels, to the faculty at large for confirmation.

Teaching-oriented graduate programs offer the opportunity to meet licensure requirements of selected specialties for Ohio as specified by the State of Ohio Department of Education.