

## **GRADUATE COUNCIL MEEETING**

**October 9, 2012**

**10:00 a.m.**

**H.T. Sampson Library Auditorium**

The Graduate Council meeting was called to order at 10:00 a.m. by Dr. Dorris Robinson-Gardner. The following persons were present:

Dr. Jean-Claude Assad, College of Business  
Dr. Millard Bingham, College of Life-Long Learning  
Dr. Walter Brown, EPh.D. Program in Urban Higher Education  
Dr. Jessica Buck, Department of Technology  
Dr. Thomas Calhoun, College of Liberal Arts  
Dr. Jean Chamberlain, Department of English and Modern Foreign Languages  
Dr. Otha Burton, Department of Urban and Regional Planning  
Dr. Thomas Calhoun, College of Liberal Arts  
Dr. Michelle Deardorff, Department of Political Science  
Dr. Raphael Isokpehi, Department of Biology, CSET  
Dr. Natarajan Meghanathan, Department of Computer Science  
Dr. Curtina Moreland-Young, Department of Public Policy and Administration  
Dr. Emeka Nwagwu, Department of Public Health  
Dr. Susie Spence, School of Social Work  
Dr. Mohammad Shahbazi, Department of Behavioral and Environmental Health  
Ms. Charlotte Wallace, Graduate School  
Dr. Glenda Windfield, Department of Special Education  
Dr. P.C. Yuan, Department of Technology  
Dr. Jeffrey Zubkowski, Graduate School  
Ms. Regina Sutton, Graduate School, Recorder

### **Opening Remarks**

Dr. Gardner welcomed all in attendance. She asked that council members review the “Compete to Complete” report (handout) which focuses on revamping higher education accountability systems, increasing graduation rates.

### **Reports from Standing Committees**

#### Graduate Faculty Status Committee (GFAC)

Dr. Jean-Claude Assad presented the Graduate Faculty Status Committee report from the meeting of February 10, 2012. He reported that fourteen (14) applications were reviewed. Four (4) applications were approved for graduate faculty, one (1) for associate graduate faculty, three (3) for adjunct faculty status and six (6) were tabled for clarification. These figures reflect

one correction to the report: Dr. Marilyn Moore-Lemons' application was tabled for clarification.

Dr. Assad requested a written policy statement on who can receive graduate faculty status. Should only persons with academic rank be considered, or can visiting, non-tenured, temporary professors and administrators with no academic rank be given graduate faculty status? If given graduate faculty status, are they allowed to teach? Can a graduate faculty member be approved to serve on a committee only? Is there a reappointment process for visiting professors who serve on committees? Can rank status be requested of the applicants? Dr. Gardner stated that the policy statement is on the Graduate School website and a section will be added addressing these questions.

Motions were presented, seconded and approved that Dr. Irish Patrick Williams and Dr. Stephen Okoye be granted adjunct graduate faculty status. (These applications were initially tabled for clarification by the Graduate Faculty Status Committee.) A motion was also presented, seconded and approved that the committee recommendations be accepted. (See Attachment 1 - GFSC report.)

#### Graduate Curriculum Committee (GCC)

Dr. Walter Brown reported that one curriculum proposal has been received and is anticipated to be reviewed next week.

#### Graduate Admissions Committee

Dr. Zubkowski provided a Graduate Admissions Report (as of February 14, 2012) for the 2012 Fall and Summer Semesters. (See Attachment 2 – Graduate Admissions Report.) Five hundred and five (505) transmittals have been sent to the departments with 1.4% of the applications returned. The transmittal return rate by department is shown on the attached graduate admissions report. In addition, applications are up by eight percent (8%) for Fall 2012.

#### **Graduate Second Chance Policy**

The graduate second chance policy is anticipated to be implemented on July 1, 2012. (See Attachment 3 – Graduate Second Chance Policy Statement.) Six students have been identified to participate in a pilot study. The Office of Information Technology and the Registrar have been working with the Division of Graduate Studies for a successful implementation.

#### **Admissions Audit**

Admission audits are currently in process by Internal Audit personnel. Dr. Gardner suggested that department chairs review their admissions requirements as listed in the graduate catalog

and ensure that proper hard-copy documentation is maintained. Dr. Gardner will request that the Office of Academic Affairs provide academic audit parameters, e.g., years reviewed.

### **Standards of Excellence at JSU**

Dr. Gardner stated that departments should give careful attention to the quality of students admitted to their programs. Students who would like to strengthen their verbal presentation skills may consider Toastmasters.

### **Inaugural Symposium**

The Presidential Inauguration of Dr. Carolyn Meyers will be held on March 28-30, 2012. An inaugural symposium is scheduled for March 28, 2012 at 10:00 a.m. in the Rose McCoy Auditorium. The theme of the symposium is "The Changing Role of Higher Education in a Global Economy". Speakers include (1) Dr. Cora Marrett, Deputy Director of the National Science Foundation, (2) Dr. Dorothy Cowser Yancy, President of Shaw University, and (3) Lezli Baskerville, President & CEO of the National Association for Equal Opportunity in Higher Education. Dr. Beverly Wade Hogan, President of Tougaloo College, will serve as moderation. Faculty should encourage their students to attend and give assignments related to the symposium.

### **Commencement Modifications**

Commencement ceremonies will be held at the end of the Fall and Spring Semesters, starting with the 2012 Fall Semester. (See Attachment 4 – Letter from the Provost.)

### **Graduate Academic Advising and Retention Committee Report**

Summary data on academic enhancement plans submitted for the past three years were distributed. (See Attachment 5.)

### **Electronic Processes for Graduate English Competency Examination (GECE) and Graduate Area Comprehensive Examination (GACE)**

GECE on-line application will be initiated on July 1, 2012 (master's only). (See Attachment 6 - Implementing Electronic Processes for Graduate Students Enrolled in On-Line Degree Program.)

GACE on-line application will be initiated at a later date.

### **Graduate English Competency Examination Results (GECE) Graduate Area Comprehensive Examination Results (GACE)**

Dr. Zubkowski distributed the Spring 2012 GECE approved application list. The GACE list will be mailed next week to graduate program directors, chairpersons, associate deans and deans.

Inquiry was made about the policy in the event of a computer malfunction. Dr. Gardner will request a policy statement from Academic Affairs. In addition, guidelines for on-line testing, including ADA guidelines, will be requested.

### **Tentative Graduates for Spring 2012**

Dr. Zubkowski reported that sixty-five (65) students have applied for graduation.

### **Departmental Reports**

#### Public Health – Dr. Emeka Nwagwu

Dr. Russell Benett is director of graduate public health programs.

#### Department of Biology and CSET – Dr. Raphael Isokpehi

The Department of Biology is seeking to attract students into their master-level program who did not receive an undergraduate degree in Biology, but meet program requirements.

#### Social Work – Dr. Susie Spence

- The Mississippi Child Welfare Conference was recently held with over 200 people in attendance from across the country.
- Four faculty members recently published articles and two manuscripts have been accepted.
- Faculty members are actively involved in grant writing and recruiting students, particularly into the Ph.D. Social Work program.
- Two students are anticipated to graduate this semester and four additional degrees may be conferred in Fall 2012.

#### English and Modern Foreign Languages – Dr. Jean Chamberlain

- English 500, a course required to be taken by students who failed the GECE, will be conducted online starting in Summer 2012.
- Faculty and students have been active giving presentations at various conferences.
- Four graduate students will give presentations at the upcoming College Language Association meeting.

#### College of Liberal Arts – Dr. Thomas Calhoun

- The Department of Art held an art competition last week.
- A final response to the Department of Art accrediting agency will be presented this week.

- The Department of Psychology is in the process of conducting interviews for various administrative and faculty positions.
- The Department of Speech and the JSU Band have received accolades for various plays and the Honda Classic Battle of the Bands.
- The President of the American Sociological Association will give a presentation at JSU on April 10, 2012.
- The annual Criminal Justice lecture/debate series in association with the ACLU will be held this spring.
- Interviews will be conducted for chair of the Department of Mass Communications.
- Students from mass communications are involved in significant internships, including Scripps services.

#### Department of Public Policy and Administration – Dr. Curtina Moreland-Young

- The department celebrated their reaffirmation for reaccreditation with the CEO of the Kellogg Foundation. A proposal is being prepared for submission to that Foundation. The Department was selected by the accrediting as a model program to present the new standards for accreditation.
- Faculty and students have had papers accepted for publication.
- Two grants have been received.
- Various partnerships have been pursued.

#### EPh.D. Program – Dr. Walter Brown

- EPh.D. graduate Kendra Preer has earned the 2012 Outstanding Dissertation Award from the Board of Directors for the National Association of Diversity Officers in Higher Education.
- The editor of “Diverse Issues in Higher Education” gave a presentation at JSU in January.

#### School of Lifelong Learning – Dr. Millard Bingham

- The School has received funding from the Comcast Foundation, Walmart Foundation, and Dollar General Foundation.
- A reading fair will be held in March.

#### College of Public Service - Dr. Mohammad Shahbazi

- A public health certification program, with stipulation to earn credit toward MPH, was approved in 2011. The Provost and Vice President for Academic Affairs’ Office has approved implementation of this program effective immediately.
- Dr. Shahbazi has been selected as Jackson State University's HEADWAY (diversity) awardee for AY 2011-2012.

Dr. Gardner reported that bids are now being requested for health insurance for graduate students.

The meeting adjourned at 11:45 a.m.