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. David Akombo, Department of Music
Dr. Millard Bingham, College of Life-Long Learning
Dr. Thomas Calhoun, Associate Vice-President for Academic Affairs
Dr. Dal Didia, College of Business
Dr. Dorris Gardner, Graduate School
Dr. Johnny Gilleylen, College of Public Service
Dr. Rickey Hill, Department of Psychology
Dr. Yiming Liu, Department of Chemistry
Dr. Jeton McClinton, Department of Educational Leadership
Dr. Lawrence Potter, Dean, College of Liberal Arts
Dr. Mohammad Shahbazi, Department of Behavioral and Environmental Health
Dr. Ingrad Smith, Department of Educational Leadership
Dr. Susie Spence, Department of Social Work
Ms. Charlotte Wallace, Graduate School
Dr. P.C. Yuan, Department of Technology
Dr. Jeffrey Zubkowski, Graduate School
Ms. Regina Sutton, Graduate School, Recorder

Opening Remarks

Dr. Gardner welcomed all and expressed appreciation for the efforts made to accomplish goals of the University, the Graduate School and the departments during this academic year. She reported that seven graduate program reviews have been completed. In addition, she stated that video-conferencing of future Graduate Council meetings is under consideration.

Reports from Standing Committees

Graduate Curriculum Committee

In Dr. Water Brown’s absence, Dr. Gardner reported that two curriculum proposals have been received and will be reviewed at the next Graduate Curriculum Committee meeting.
Graduate Faculty Status Committee

Dr. McClinton distributed the minutes of the Graduate Faculty Status Committee meeting held on April 7, 2014. (See Attachment 1 – GFSC Report) She reported that twelve applications were reviewed. One applicant was recommended for associate graduate faculty status, six for adjunct graduate faculty status, two were denied and three were tabled. The denials were due to lack of publications and incomplete information. Dr. Williams requested that program directors also be informed of the GFSC’s decisions on applications so that additional information can be provided.

Dr. Smith expressed concern that there will not be enough adjunct faculty to meet NCATE requirements for K-12. She stated that since K-12 practitioners are not required to have publications if they are otherwise qualified, then their applications should be considered for approval so that these positions can be filled. However, Dr. McClinton said that adjunct faculty should meet the same standards as full-time faculty members. Dr. Potter suggested that a separate category, Clinical and Professional Field Work, be added to the graduate faculty status application to allow for additional qualifications that an applicant may possess. A motion was presented, seconded and approved that a Clinical and Professional Field Work section be added to the application. In addition, Dr. Gardner stated that a meeting will be held prior to the closing of school to discuss concerns regarding graduate faculty membership qualifications.

Dr. McClinton also distributed a draft graduate faculty membership recertification document for review. The document will also be e-mailed to Graduate Council members for review and comments.

A motion was presented, seconded and approved that the graduate faculty status committee recommendations be accepted.

Graduate Admissions Committee

Dr. Zubkowski provided a Graduate Admissions Report (as of April 8, 2014) for the Fall/Summer 2014 Semesters. Transmittals were due on April 1, but only 37% have been returned. (See Attachment 2 – Graduate Admissions Report.) Dr. Gardner reported that, in Fall 2014, there was an increase of 96 students over Fall 2013.

Electronic Theses and Dissertations

Dr. Gardner reported that the Thesis Committee, chaired by Dr. Preselfannie McDaniels, has recommended the electronic publishing of theses and dissertations. (See Attachment 3 – Thesis Committee Report.) In this regard, the following was noted:

(1) The Graduate School will pay the $55 fee to Proquest UMI.
(2) Hard copies of theses and dissertations will continue to be produced.
(3) Dr. Gardner will request that a Proquest UMI representative come to JSU to train faculty in the electronic publishing process.

(4) All departments should move to electronic publishing within the next five years.

(5) Grammerly will be purchased. Grammerly provides a grammar check, instant proofreading, and plagiarism detection platform.

(6) Grammerly will be provided initially for faculty, but may be made available to students if resources are available.

(7) Dr. Gardner will develop a common criteria for Specialist in Education projects.

Dr. Gardner reported that graduate review committees have completed their recommendations for the seven graduate programs reviewed. Meetings will be scheduled with Provost James Renick to discuss the recommendations and plans of action. Review recommendations may be placed on line as well as criteria for future reviews.

Dr. Calhoun urged departments to be mindful of following policies and procedures, including meeting deadlines. He said that departments should be aware of moving students toward degree completion in a timely manner, increasing recruiting efforts, and increasing faculty involvement in self-study projects.

**Graduate English Competency Examination (GECE) Final Report**

**Graduate Area Comprehensive Examination (GACE) Final Report**

Ms. Wallace reported that of the 134 students who registered to take the GECE, 92 passed, 13 failed and 29 were absent. Ms. Wallace also said that only two departments have not submitted GACE scores. Plans are underway for placing the GECE on-line and the GACE for online students.

**Spring 2014 Tentative Graduates/Commencement Activities**

Dr. Zubkowski provided a report on the graduation clearance status. (Attachment 4 – Graduation Clearance Report). The last day for on-line graduation clearance by the Division of Graduate Studies for Spring 2014 commencement is April 25, 2014. Those who would like to serve as marshals should contact Dr. Millard Bingham. Also, hooders should attend commencement practice.

Dr. Gardner asked that departmental reports be e-mailed to Ms. Sutton. She invited all to the doctoral scholars reception to be held on Friday, May 2 from 4:00 – 5:00 p.m. in the School of Engineering Atrium.

The meeting adjourned at 11:35 a.m.