GRADUATE COUNCIL MEETING
February 9, 2016
10:00 a.m.

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

Dr. Jean-Claude Assad, (At Large)
Dr. Walter Brown, EPh.D. Program
Dr. Thomas Calhoun, Division of Academic and Student Affairs
Dr. Daning Chen, Department of Mathematics
Dr. Regina Fults-McMurtery, Department of Counseling
Dr. Nicholas Hill, Doctoral Program in Business Administration
Dr. Johnny Gilleylen, Department of Public Policy and Administration
Ms. Sharon Griffin, Auxiliary Enterprises (Guest Speaker)
Dr. Eunice Harris, School of Social Work
Dr. Nicholas Hill, Business Graduate Program
Ms. Tanzania Jackson, Latasha Norman Counseling Center (Guest Speaker)
Dr. Lennie Little, College of Education Center for Teaching Quality
Dr. Kristie Lipford, School of Social Work
Dr. Mukesh Kumar, Department of Urban and Regional Planning
Dr. Ramin Maysami, College of Business
Dr. Jessica Murphy, Department of Technology
Dr. Candis Pizzatta, Department of English and Modern Foreign Languages
Dr. Dion Porter, Department of Counseling
Dr. Kenneth Russ, College of Business
Dr. Leniece Smith, Department of Political Science
Dr. Ronald Walker, Department of Educational Leadership
Ms. Shanice Banks-White, Latasha Norman Counseling Center
Dr. Bryman Williams, Department of Clinical Psychology
Dr. Thea Williams-Black, Department of Elementary and Early Childhood
Dr. Glenda Windfield, Department of Special Education
Ms. Regina Sutton, Graduate School, Recorder

Opening Remarks

Dr. Gardner began by expressing appreciation to all for their participation in a successful Winter 2015 graduation ceremony. She acknowledged Clinical Psychology's largest graduating class. She also expressed appreciation for the departments' recruiting efforts for Spring 2016. She acknowledged that a number of students have been purged and efforts should be made to get them back into the system.
Latasha Norman Counseling Center Services

Ms. Shanice Banks-White, Therapist with the Latasha Normal Counseling Center gave a Power Point presentation on the services provided by the Latasha Norman Counseling Center. She also shared information on how to identify students who are experiencing distress (i.e. depression, anxiety, suicidal or homicidal ideations). Initial counseling can also be provided to JSU faculty and staff. Ms. Banks-White is available to give presentations to individual colleges or departments. Contact number: (601) 979-0374.

Technology for Majors

Ms. Sharon Griffin, Director of Marketing, Division of Auxiliary Enterprises, discussed Tiger Tech’s efforts to promote the deans’ and chairs’ technology message. Their purpose is also to offer suggestions to students on purchasing technology. Ms. Griffin may be contacted at (601) 979-0582 for additional information.

Graduate English Competency Examination Preliminary List (GECE)
Graduate Area Comprehensive Examination Preliminary List (GACE)

Dr. Gardner reported the following:

(1) The deadline for submitting applications to take the GECE and GACE is February 11, 2016 by 4:00 p.m.
(2) Preliminary GECE and GACE lists will be released on February 18, 2016.
(3) The GECE, an entry-level examination, should be taken in the student’s first semester.
(4) On-line GECE applications are available for on-line students only.
(5) An on-line GECE application and payment process for all other students is in the development stage.
(6) World Education Services (WES) credential evaluation reports will be delivered to the Graduate School electronically during the 2016-2017 Academic Year.
(7) All chairpersons and faculty members should be trained in Degree Works.
(8) Changes to degree plans must be sent to the Graduate School as soon as possible for inclusion in Degree Works (Reminder from Dr. Bishop).

Graduate Enrollment Management - Spring 2016 Transmittals

Dr. Bishop reported the following:

Spring 2016 Admissions: A total of 256 people were admitted to the Graduate School in Spring 2016. Of this number, 180 were given regular status admission and 77 were conditionally admitted. Ten percent of applicants were denied admission to Graduate School. (See Attachment 1.)
• Dr. Bishop reported that the new electronic transmittal process will be piloted in the College of Business starting on February 16, 2016. Banner document management training is being planned by Ellucian for graduate program directors.

• Dr. Gardner suggested that departments contact Ms. Ella Holmes, Internal Auditor, to ensure that admission files are properly maintained following university-wide processes.

• Dr. Calhoun emphasized that department admissions committees must follow-up on conditionally admitted students to monitor their academic progress.

• Dr. Gardner reported that 112 students had GPAs below 3.0 for the Fall 2016 Semester. This represents a significant increase in academic enhancement plans over the previous year. She suggested that students be referred to the Richard Wright Center for enhancing writing skills and research methodology as well as other available resources.

Reports from Standing Committees

Graduate Admissions Committee

The Graduate Admissions committee recommended approval of the request from the College of Business to implement a change to their admission policy which would waive the GMAT requirement for potential applicants in master-level programs. A motion was presented and seconded that the Graduate Admissions Committee’s recommendation be accepted. Prior to the final vote, Dr. Assad expressed disagreement with the College Dean’s (Dr. Maysami) statement that this policy has received final approval by the full graduate faculty. Clarification will be made regarding this issue. Dr. Gardner stated that this recommendation will be considered at a call meeting of the Graduate Council or at the next scheduled meeting on April 12. (See Attachment 2.)

Graduate Curriculum Committee

Dr. Brown stated that there were no GCC proposals to present to Graduate Council.

Graduate Faculty Status Committee (GFSC)

Dr. Assad presented the Graduate Faculty Status Committee (GFSC) report. Thirteen graduate faculty applications were reviewed by the Committee on February 4, 2016. Twelve applicants were approved for graduate faculty status and one applicant was denied. (See Attachment 3.)

Dr. Gilleylen expressed concern that the GFSC has denied applicants who met department qualifications. However, Dr. Assad explained that applicants must meet the qualifications as set forth by the Graduate Council, e.g., research experience. Dr. Gardner said that an assistant graduate faculty category has been added to the application for those with less experience, but high standards must be maintained. She requested new volunteers to work with the GFSC. Dr.
Assad suggested that recommendations for changes to the qualifications be submitted to the GFSC for review.

A motion was presented, seconded and unanimously approved that the GFSC recommendations be accepted.

Assessment of Graduate Student Enrollment: A Quality Performance Indicator

An Assessment of Graduate Student Enrollment Report for Fall 2011 to Fall 2015 was distributed. (See Attachment 4.)

Announcements

- The Association of Social and Behavioral Scientists Conference will be held on March 9-12, 2016. Applications and abstracts may be sent to Dr. Assad. Registration fees will be paid for approved applicants.
- The Women in Higher Education Mississippi Network (WHEMN) conference will be held on February 18-19, 2016 at the Jackson Convention Complex. The Graduate School will provide registration for Graduate Council members interested in participating in the conference.

Reports of Graduate Program Directors and Department Representatives

Dr. Gardner asked that reports from graduate program directors and department representatives be sent to her by e-mail.
February 9, 2016

Spring 2016 Graduate Students Admitted

Total: 256

Regular Status Admission = 180
Conditional Admission = 77

College of Education = 86
CSET = 48
College of Business = 32
College of Liberal Arts = 22
College of Public Service = 21
College of Public Health = 8

Non-Degree = 41

TOTAL = 256

Additional 10% of applicant pool were denied admission to Graduate School = low GPA

Approximately 40 transmittals remain pending in the department
Graduate Admission Committee Report  
February 9, 2016

The Graduate Admission Committee met on Thursday, February 4, 2016 at noon in the Graduate School, Administrative Tower. Attendance included:

Drs.
Darcie Bishop (Graduate School)  
Li-jing Arthur Chang (School of Journalism and Media Studies)  
Nickholas Hill (College of Business)  
Ramin Maysami (College of Business)  
Jessica Murphy (College of Science, Engineering and Technology)  
Kenneth Russ (College of Business)  
Mohammad Shahbazi (School of Public Health Initiative)  
Dorothy Stokes (College of Education)  
Bryman Williams (College of Liberal Arts)  
Jianjun Yin (College of Education)

The committee reviewed the College of Business Proposal for MBA/MPA Program Admission Criteria as state below:

The GMAT requirement may be waived for applicants meeting at least one of the following criteria:
   a) 3.0 or greater GPA from a regionally accredited university or equivalent international institution; OR
   b) Three of more (3+) years of full-time professional and/or managerial experience; OR
   c) Current professional licensing or certificate in business or engineering profession, such as CPA, PE, CFA, PHR, CPSCM; OR
   d) Earn graduate degree (such as M.S., J.D., M.D., Ph.D., or Dr.P.H.); and
   e) Other professional credential and/or standardized test may be considered on a case-by-case basis.

Conditional Admission
Students with an undergraduate GPA from 2.5 to 2.99 may be considered for conditional admission if they meet the criteria listed below. Students must earn regular status in the first 12 hours of graduate level coursework by earning a minimum GPA of 3.0.

The GMAT requirement may be waived for applicants meeting at least ONE of the following criteria:
   a) Five or more (5+) years of full-time professional and/or managerial work experience; OR
   b) Current professional licensing or certification in a business or engineering profession, such as CPA, PE, CFA, PHR, CPSCM; OR
c) An earned graduate degree (such as M.S., J.D., M.D., Ph.D., or Dr.P.H.); OR

d) GPA of 3.0 or higher in the last 60 hours of upper-level undergraduate courses at a regionally accredited university for candidates with an undergraduate degree in a non-business major; OR

e) Candidates with an undergraduate degree in business from a regionally accredited institution with a GPA of 2.75 or higher in the last 30 hours of upper-level undergraduate business courses for applicants to the MBA/MPA program.

The committee hereby submits it for consideration and approval of the Graduate Council.

Respectfully submitted by

Mohammad Shahbazi, Chair
Graduate Admission Committee
The Graduate Faculty Status Committee met on Monday, Thursday, February 4, 2016, in the Conference Room of the department of Economics, Finance and General Business, COB – Room 411. Members in attendance included Jean-Claude Assad (COB), Mohammad Shabhazi (SPH), Glenda Winfield (CEHD), Candis Pizzetta (COLA), and Ibrahim Farah (CSET). Also attending were Dr. Darcie Bishop, Associate Dean of Graduate Studies and Ms. Deborah Washington from the Division of Graduate Studies. The committee reviewed the applications of the candidates listed below and hereby submits the following applicants for consideration and approval of the Council.

Respectfully submitted by

Jean-Claude Assad
Associate Professor of Economics
Department of EFGB, College of Business
<table>
<thead>
<tr>
<th>#</th>
<th>Date Received</th>
<th>Applicant</th>
<th>College/Department</th>
<th>Requested</th>
<th>Recommendation</th>
<th>Comments</th>
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<tbody>
<tr>
<td>1</td>
<td>01/22/16</td>
<td>Helen Crump</td>
<td>Liberal Arts/English</td>
<td>Assistant</td>
<td>Assistant</td>
<td></td>
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<tr>
<td>2</td>
<td>01/28/16</td>
<td>Erin Dehon</td>
<td>Liberal Arts/Psychology</td>
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<td>3</td>
<td>12/09/15</td>
<td>Qian Dong</td>
<td>CSET/Civil Engineering</td>
<td>Adjunct/Teaching</td>
<td>Adjunct/Teaching</td>
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<tr>
<td>4</td>
<td>10/30/15</td>
<td>Shenell Evans</td>
<td>Liberal Arts/Psychology</td>
<td>Graduate</td>
<td>Adjunct/Teaching</td>
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<td>5</td>
<td>12/08/15</td>
<td>Brenda Gill</td>
<td>Liberal Arts/Sociology</td>
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<td>Adjunct/External</td>
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<td>6</td>
<td>02/01/16</td>
<td>Lonnie Gonsalves</td>
<td>CSET/Biology</td>
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<td>7</td>
<td>12/11/15</td>
<td>Andre Hines</td>
<td>Public Service/Public Policy</td>
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<td>8</td>
<td>12/18/15</td>
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<td>Associate</td>
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<td>9</td>
<td></td>
<td>Felicite Noubissi</td>
<td>CSET/Biology</td>
<td>Graduate</td>
<td>Adjunct/Research Faculty</td>
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<tr>
<td>10</td>
<td></td>
<td>Lecia Robinson</td>
<td>CSET/Biology</td>
<td>Assistant</td>
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<td>11</td>
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<td>Jennifer Simns</td>
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<td>Adjunct/Teaching</td>
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<td>12</td>
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<td>James Slack</td>
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<td>13</td>
<td></td>
<td>Catherine Thomas</td>
<td>CSET/Biology</td>
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Assessment of Graduate Student Enrollment: A Quality Performance Indicator

Fall 2011 - Fall 2015

Graduate Studies

Jackson State University
Introduction

Graduate admission policies are among key indicators that shape the quality and character of a university in areas such as recruitment, retention, academic quality and diversity. Selecting students for admission is a major undertaking by graduate faculty. Scholars accepted for admissions in graduate education are quality students as defined by best practices in graduate admissions. Scholars must continue those same quality standards throughout their matriculation including being highly motivated to learning advanced discipline-specific concepts, research techniques and genuinely interested in developing as a professional in their program of choice.

Graduate program directors assess whether graduate scholars are properly motivated to continue to make a commitment to pursue graduate education after being admitted as a scholar. Graduate scholars may continue in graduate education as long as they can demonstrate that they are highly motivated, understand the rigor of graduate education, and recognize that they have a significant responsibility for determining the direction of their success. Graduate degrees are not obtained based on time and effort expended, but on achieving significant contributions as evaluated by graduate faculty. Assessment of these objectives occurs throughout the graduate education process, from entry to mid-level to exit.

Monitoring Graduate Degree-Seeking Enrollment

Graduate degree-seeking enrollment has grown tremendously in the last five years, culminating with a record of two thousand three hundred and twenty seven (2,327) students in Fall 2015. Graduate enrollment represented approximately 24% of the total university enrollment.

Innovative recruitment initiatives have included six major components: (1) restructuring the Graduate Enrollment Team (GEMT); (2) aggressively marketing innovative graduate programs; (3) targeted recruitment activities for low-producing programs; (4) Graduate Second Chance Program implementation; (5) granting out-of-state waivers for selected populations and (6) increasing degree offerings through JSU on-Line.

The five (5) largest enrolled programs at the master-level are social work (219), early childhood education (165), public health (105), technology (100) and sports science (81). The five largest enrolled doctoral programs are educational administration (150), public health (111), public administration (91), urban higher education (81), and urban and regional planning (53).

Outcomes:

Fall 2015 culminated with an enrollment of 2,327 students. The five-year average is 2,214 students. Table 1 documents the five-year average of degree-seeking students enrolled in graduate programs.

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Average</th>
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</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>2059</td>
<td>2144</td>
<td>2232</td>
<td>2309</td>
<td>2327</td>
<td>2214</td>
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</tbody>
</table>

Source: Office of Institutional Research and Planning, Enrollment Profiles, 2015
Monitoring Enrollment of First-time Entering Graduate Students

Six-hundred and forty one (641) first-time entering graduate students enrolled for Fall 2015. This enrollment represented a decrease of four students from Fall 2014. The five-year average is 593 first-time entering students.

Outcomes:

Enrollment of first-time entering graduate students increased four out of five years. Fall 2011 enrollment indicated 483 students as compared to 641 students for Fall 2015. The five-year average enrollment of first-time entering students was five hundred and ninety three (593).

Table 2: First-time Entering Graduate Student Enrollment, 2011-2015

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>483</td>
<td>568</td>
<td>628</td>
<td>645</td>
<td>641</td>
<td>593</td>
</tr>
</tbody>
</table>

Source: Office of Institutional Research and Planning, Enrollment Profiles, 2015

Monitoring Enrollment of Returning Graduate Students

The retention of graduate students has significantly improved over a five-year period. Fall 2015 indicated a record of one thousand six hundred and eighty six (1,686) returning graduate students as compared to Fall 2011 with one thousand five hundred and sixty nine (1,569).

Outcomes:

Fall 2015 represented the largest number of returning graduate students, consisting of one thousand six hundred and eighty six students (1,686). The number of returning graduate students has increased every year since 2011. The five-year average is one thousand six hundred and nineteen (1,619) and is documented in Table 3.

Table 3: Returning Graduate Student Enrollment, 2011-2015

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Average</th>
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</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>1569</td>
<td>1576</td>
<td>1602</td>
<td>1660</td>
<td>1686</td>
<td>1619</td>
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</table>

Source: Office of Institutional Research and Planning, Enrollment Profiles, 2015
Leading Enrollment Among Graduate Programs

**Doctoral Programs**
- Educational Administration (150)
- Public Health (111)
- Public Administration (91)
- Urban Higher Education (81)
- Urban & Regional Planning (53)

**Master Level Programs**
- Social Work (219)
- Early Childhood Education (165)
- Public Health (105)
- Technology Education (100)
- Sports Science (81)

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**Graduate Percentage of Total University Enrollment**

<table>
<thead>
<tr>
<th>Year</th>
<th>Percent</th>
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<tbody>
<tr>
<td>2004</td>
<td>20.9</td>
</tr>
<tr>
<td>2006</td>
<td>21</td>
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<tr>
<td>2008</td>
<td>21.8</td>
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<td>2010</td>
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<td>2012</td>
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</tr>
<tr>
<td>2014</td>
<td>24.2</td>
</tr>
<tr>
<td>2015</td>
<td>23.7</td>
</tr>
</tbody>
</table>

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**Office of Graduate Admissions**

Dr. Darcie Bishop  
Ms. Fatoumatta Sisay  
Mr. Byron Quick  
Mr. Gregory Washington  
Dr. Dorris R. Robinson-Gardner

Associate Dean  
Senior Program Manager - International  
Program Manager - Domestic  
Dean