

GRADUATE COUNCIL MEETING

October 10, 2017

10:00 AM

H. T. Sampson Library

Agenda

- I. Opening Remarks
- II. Reports from Standing Committees
 - Graduate Curriculum Committee
 - Graduate Faculty Status Committee
 - Graduate Admissions Committee
- III. Graduate English Competency Examination Preliminary Report
Graduate Area Comprehensive Examination Preliminary Report
2016-2017 Graduate English Competency Examination Results
- IV. Implementation of AdmissionPros
- V. Fall 2017 Candidates for Graduation
- VI. Graduation Information
- VII. Reports of Graduate Program Directors

Announcements

GRADUATE COUNCIL MEETING
October 10, 2017
10:00 AM - H. T. Sampson Library Auditorium
Agenda

Call to Order: 10:03 a.m. by Dr. Darcie Bishop

Present:

Dr. April Tanner	Dr. Kenneth Russ
Dr. Marilyn Evans	Dr. Locord Wilson
Dr. Juitte Bingham	Dr. Shabrougb Aliabadi
Dr. Pan-Chig Yuan	Dr. Bryman Williams
Dr. David Akombo	Dr. Dion Porter
Dr. Mark Bernhardt	Dr. Walter Brown
Dr. Li-Jing A. Chang	Dr. Jessica L. Murphy
Dr. Nicholas Hill	Dr. Gloria Billingsley
Dr. Preselfanie McDaniels	Dr. Anfiya Howard

Graduate Studies Staff

Dr. Darcie Bishop, Associate Dean
Deborah Washington, Coordinator of Graduate Support
Byron Quick, Coordinator of Assessment and Retention
Fatoumalta Sisay, Senior Program Manager

I. Opening Remarks

Dr. Bishop welcomed everyone to the first council meeting of the 2017-2018 academic year. She informed all of the absence of Dr. Gardner due to a medical leave and the expectation for her return by later this semester or early spring semester.

II. Reports from Standing Committees

Graduate Curriculum Committee – Dr. Walter Brown, Chair

The Graduate Curriculum Committee met yesterday, September 19, 2017 and approved the following new program:

M.S. in Computational and Data-Enabled Science & Engineering

The Curriculum Committee meets on an ad hoc basis dependent on the need. There is no need to set timeline/deadline for submitting documents.

The question was asked: What is to procedure for revising /streamlining the entire curriculum for a program? Response by Dr. Brown “On the Curricular Proposal Form indicate the action requested with supporting documents”.

Graduate Faculty Status Committee – Dr. Jeton McClinton, Chair

In Dr. McClinton absence Deborah Washington reported the following:

The graduate faculty status committee is planning to meet in November to review applications. At this point, there are 31 applicants; six have been administratively “not approved” due to lack of peer-reviewed publications and/or no graduate level teaching experience. As usual, the committee will review all applications for clarity and recommendations. The recommendations will be presented at the next Graduate Council in November.

It is important that department chairs and Deans inform their applicants that:

- (1) Adjunct faculty status applications must include a letter from the department chair or program coordinator
- (2) Applicants for adjunct faculty status must select an option "Teaching" Or "External Faculty"
- (3) Applicants must include peer-reviewed scholarship within the past 5 years.

Dr. Bishop suggested setting a timeline to ensure all applicants are approved in a timely manner. All applications should be submitted the semester prior to teaching in order to be approved on time.

Dr. B. Williams stated there might be some instances that will require administrative approval as an exception/emergency. It was agreed that for exceptional/emergency situations, administrative approval could be used for general approval. All other application should go to the committee.

Graduate Admissions Committee

A handout was provided. (Appendix)

Dr. Bishop stated there are two vacancies on the Admission Committee.

Any changes to a program admissions criterion have to be vetted through the Admissions Committee.

A written request for change in admission requirement must be submitted to the Graduate School to be presented to the Admission Committee for consideration.

III. Graduate English Competency Examination Preliminary Report Graduate Area Comprehensive Examination Preliminary Report

Mr. Quick passed out preliminary list of candidates for GECE and GACE to each college representative.

2016-2017 Graduate English Competency Examination Results

Eligible to take GECE – 609 Exempted – 103 Absent – 123

Passed – 280 (63%) Failed – 103 (37%)

Questions posed:

How to improve pass rate?

Richard Wright Center for workshop; Writing Bootcamp; practice test on the website and pre-test course.

What help is available for online students? Practice test online

What is some of the content of the exam?

The test consists of two parts grammar and essay

Can a student take ENG 500 without taking the GECE Exam? As it stands, they cannot. A recommendation to the graduate council will be required to make this policy change.

Dr. Bishop suggested to table for further discussion in the future.

IV. Implementation of AdmissionPros

Reviewed handout (Appendix)

Dr. Bishop reminded everyone to review their application contents and process. Dr. B. Williams completed Psychology's application and indicated that the process was simple, with only one suggestion: to make sure the application information and the website are in sink. Overall, it is a fairly easy process after working out the glitch.

Dr. Akombo asked: How to handle audition requirements? Provide links to compatible software or YouTube; and upload a file

Only faculty members that are program reviewers have access to view application materials in AdmissionPros.

The Graduate School receives over 4,000 applications per year with only about 1700 becoming complete. Students can apply for multiple programs.

Question about application fees: Dr. Bishop informed the group that the request for application fee of \$50.00 has been submitted several times to academic affairs. This could generate revenue and can be use a recruitment tool as well. All competing universities have an application fee.

V. Fall 2017 Candidates for Graduation

190 candidates applied for fall graduation
32 doctoral candidates

VI. Graduation Information

Tentatively fall commencement will be one combined ceremony on December 8 at 10:00 a.m.

The speaker will be the city of Jackson Mayor Chokwe Antar Lumumba .

President Bynum would like commencement to be an hour and a half to two hours long.

Suggestions to shorten commencement from graduate council members include:

1. Don't march in - everyone be in place when ceremony starts (flags, students, faculty and administration)
2. Undergraduate don't walk across the stage - just stand up when names are called; doctoral candidates get hooded at the ceremony
3. Each college have its own commencement exercise
4. During Exemplary Doctoral Scholar Program have a hooding ceremony on Thursday evening
5. Cut the fluff – the number of songs, extra music, announcements, speaker time and etc.
6. Hooding ceremony in the colleges

VII. Reports of Graduate Program Directors

Dr. Porter announced that Clinical Mental Health received a \$1 million dollar grant

Dr. Billingsley announced one of their masters' student was killed in an accident. The student was near graduating and they are planning to request posthumous degree.

Dr. Wilson announced Special Education received a \$1.4 million dollar grant

Announcements

**Division of Graduate Studies
Graduate Admissions Committee
2017-2018**

College of Business

Dr. Randy Russ
Associate Professor
Master-Level Programs in Business

College of Education and Human Development

Vacant

College of Liberal Arts

Dr. Bryman Williams
Associate Professor
Department of Psychology

College of Public Service

Dr. Ester Stokes
Assistant Professor
Department of Public Policy

School of Public Health

Vacant

College of Science, Engineering and Technology

Dr. Jessica Murphy
Associate Professor
Department of Technology

Member at Large

Dr. Juett Bingham
Associate Professor

Revised 10/3/2017

Graduate Admissions Committee

Purpose

The purposes of the Graduate Admissions Committee are to:

- to monitor and review quality measures relating to best practices in admission processes,
- to recommend improvement and changes to admissions policies and procedures, and
- to recommend approval of new admissions policies and procedures on generally accepted practices of graduate admissions.

Membership

- The Committee shall consist of eight (8) members and one (1) ex-officio member, including the Associate Dean of the Graduate School.
- One (1) graduate faculty member shall be elected from each academic college. Graduate faculty members are elected for a three-year term.
- The Chief Advisor of the Graduate Student Association shall select two (2) graduate students (master-level and doctoral). Graduate students are elected for a one-year term.
- The Graduate Dean shall select the ex-officio member.

Officers

A chairperson and secretary will be elected by the membership of the Committee, each for a one-year term.

Meetings

There shall be regular meetings of the Committee. The number of meetings will depend on the nature and the amount of work put before the committee.


Reporting

As an instructional committee, the Graduate Admissions Committee shall report to the Graduate Council. Minutes of the meeting shall be kept, as part of the official records of the committee and copies shall be sent to the Dean of the Division of Graduate Studies.

Graduate Admissions Committee Resources

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<https://mygradschool.jsums.edu/>



JSU
1877
JACKSON STATE
UNIVERSITY

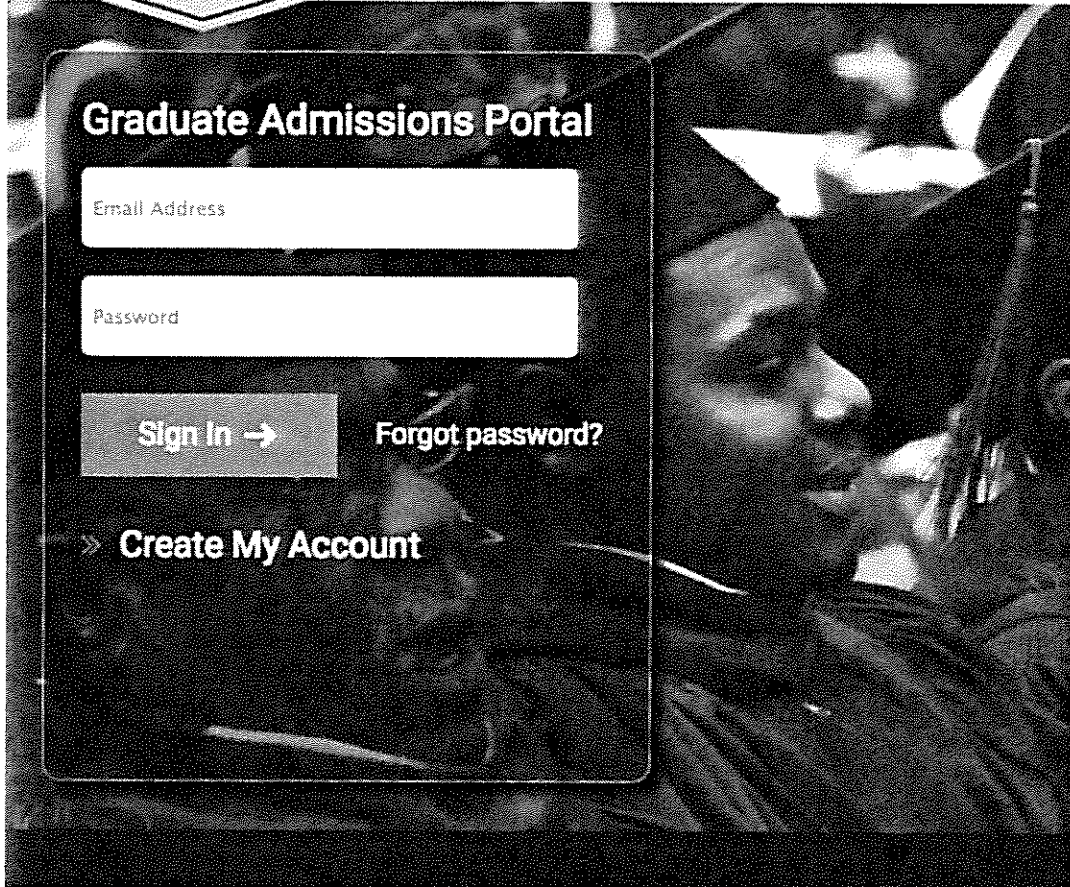
Graduate Admissions Portal

Email Address

Password

Sign In → [Forgot password?](#)

>> Create My Account



The purpose of the review portal is for the review of applications for admission and submission of the admission recommendation to the graduate school.

<https://mygradschool.jsu.edu/reviewportal>

User name: JSU email

Password: jsug

ALL APPLICATIONS is the tab that will supply a listing of students that have applied. Status of the application displays in the far right column. FYI ... "In progress status" indicates an application that has been created, but has not been submitted by the applicant so it could disappear (be deleted by the applicant) at any time.

JSU JACKSON STATE UNIVERSITY

Not Logged? [Sign out here](#)

All Applications | **Ready for Review** | **My Reviews** | **Chair Reviews** | **Dean Reviews**

Below is a list of all applications to your program. Please note that only applications with status of ready for review are ready for an admission decision. No other applications are for information purposes only. (to help you with recruiting)

Last Name	First Name	Email Address	Term	Program	Degree	Interest Area	Application Status
Adams	Charles	adamscharles@gmail.com	Spring 2018	Computer Science	MS		In Progress
Adams	Ng	ngadams@jacksonstate.edu	Fall 2018	Computer Science	MS		In Progress
Adams	Chloe	adamschloe@gmail.com	Spring 2018	Computer Science	MS		In Progress
Adams	Shawana	adamsshawana@gmail.com	Spring 2018	Computer Science	MS		In Progress
Adams	Talisha Annmar	adamsannmar@gmail.com	Spring 2018	Computer Science	MS		Incomplete
Adams	Chloe	adamschloe@gmail.com	Fall 2018	Computer Science	MS		In Progress
Adams	Jason	adamsjason@gmail.com	Fall 2018	Computer Science	MS		Incomplete
Adams	Chloe	adamschloe@gmail.com	Spring 2018	Computer Science	MS		Incomplete
Adams	Amel	adamsamel@gmail.com	Fall 2018	Computer Science	MS		In Progress
Adams	Shawana	adamsshawana@gmail.com	Spring 2018	Computer Science	MS		In Progress

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Would you like to reset your password for your user? (Any user's password)

Yes No (for this site)