

GRADUATE COUNCIL MEEETING
February 11, 2014
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. David Akombo, Music
Dr. Ricardo Brown, Public Service
Dr. Walter Brown, Urban Higher Education
Dr. Jean Chamberlain, Department of English and Modern Foreign Languages
Dr. Dal Didia, Department of Economics, Finance and General Business
Dr. Dorris Robinson-Gardner, Graduate School
Dr. Johnny Gilleylen, Department of Public Policy and Administration
Dr. Jeton McClinton, At Large Member
Dr. Susie Spence, School of Social Work
Dr. Mohammad Shahbazi, Department of Behavioral and Environmental Health
Ms. Charlotte Wallace, Graduate School
Dr. Bryman Williams, Department of Psychology
Dr. Glenda Windfield, Department of Special Education
Dr. Jeffrey Zubkowski, Graduate School
Ms. Regina Sutton, Graduate School, Recorder

Opening Remarks

Dr. Gardner began by thanking all for participating in the graduate program review process. During the 2013-2014 Academic Year, seven graduate programs will be reviewed: Mass Communications, Biology, Early Childhood, History, Mathematics, Social Work and Urban Higher Education. She explained that the purpose of the reviews is to improve the quality of graduate programs. The review will require the development of a self-study and evaluation by an external team from peer institutions.

She also announced that the Graduate School has been allocated additional funding to support student travel to regional and national meetings. A goal is to have graduate students from every college attend professional meetings and present their research.

Dr. Gardner also requested that the Graduate School be informed of upcoming accreditation visits for the purpose of distributing tuition waivers.

Reports from Standing Committees

Graduate Curriculum Committee (GCC)

Dr. Walter Brown presented the Graduate Curriculum Committee's report from the meeting of February 4, 2014. Curriculum proposals were submitted by four departments: chemistry, civil & environmental engineering, biology and music). The committee recommended approval of all proposals (Attachment 1). A motion was presented, seconded and unanimously approved that the Gcc recommendations be accepted.

Graduate Admissions

Dr. Zubkowski provided a Graduate Admissions Report for Spring and Fall 2014 (Attachment 2). The report indicated that 533 transmittals had been distributed for early-admit decisions. In order to have accurate student enrollment figures, departments should count a student as admitted only after receiving signed transmittal forms back from the Graduate School. In addition, the Graduate School sends out the initial formal letter of admission. Dr. Gardner urged the chairs to consider students for admission who meet the application deadline first, rather than other students who did not meet the deadline.

Graduate Faculty Status Committee (GFSC)

Dr. Jeton McClinton presented the Graduate Faculty Status Committee report (Attachment 3). Thirty-five applications were reviewed for graduate faculty status. Eleven applications were approved, seventeen were denied and five were tabled. Dr. Gilleylen expressed concern that there were so many denials, perhaps indicating a problem in understanding the application process. Dr. Gardner also said that many of the denied applicants lacked publications and presentations or were recent 2013 graduates with no teaching experience. Dr. Assad noted the difficulty in hiring quality faculty, yet there is pressure to hire. Dr. Shahbazi asked if on-line degree recipients can be considered for graduate faculty status. Dr. Gardner suggested that the GFSC committee address this issue as more universities are offering on-line degrees. She also stated that the Directory of Higher Education can be consulted to ensure that on-line degrees are from regionally accredited universities.

Other issues discussed included: (1) Some faculty are teaching courses in which they have no expertise or teaching experience, (2) Some adjunct faculty members are teaching the majority

of students, rather than core faculty, which can lead to failure on the area comp exams, (3) departments should not hire primarily their graduates, but there is a need to diversify, (4) there is an imbalance in the level of pay for full-time and adjunct faculty. It was agreed that Provost James Renick should be invited to the next Graduate Council meeting with attendance by members of the Faculty Senate (Drs. Winfield and McClinton) to address faculty hiring and salary issues.

Dr. McClinton reported that a graduate faculty recertification process is being formulated. She will distribute proposed recertification forms to committee members for feedback. Upon receiving feedback, the Graduate School will submit the recommendations to the Dean's Council for notification.

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

Enhancing Production of Theses

Dr. Gardner reported that Dr. Preselfannie McDaniels is chairing the Thesis Committee. The committee has four recommendations: (1) All completed theses and dissertations will be electronically published by Fall 2014 using the services of Proquest UMI, (2) The "Guidelines for Preparing the Master's Thesis" (Attachment 4) will be updated, (3) All thesis and dissertation students will be required to complete mandatory training and present certificate documentation, (4) common criteria will be developed for graduate projects. Recommendations will be reviewed during the next meeting.

Graduate Enrollment Management Strategies

Dr. Gardner said that it is primarily the responsibility of the departments to recruit students. The Graduate School provides supplementary services. Departments may send recruiters to accompany the Graduate School recruiters. In these cases, the Graduate School will pay the registration and booth fees.

Graduate Academic Advising and Retention Committee (GAAR)

Ms. Charlotte Wallace reported that the GAAR committee will meet in April. Dr. Gardner asked that persons interested in chairing this committee contact her. Dr. Chamberlain said that she would like to serve on the committee. This committee will seek to help student who require academic enhancement plans (AEP) as well as review the quality of academic enhancement

plans. Dr. Gilleylen said that the Public Policy program received commendations from their accrediting body for developing AEPs for student success.

Graduate English Competency Examination (GECE) Preliminary List

Graduate Area Comprehensive Examination Preliminary List

Ms. Wallace distributed the GECE (111) and GACE (115) applicant listings as of February 10 at 5 p.m. The deadline for GECE and GACE application submission is Thursday, February 13 at 4 p.m.

Tentative Graduates for Spring 2014

Dr. Zubkowski noted that fewer people have applied for graduation than at this point in previous years. The last day to apply online for Spring Commencement and to submit the "Committee Report of Defense Results" is March 7, 4 p.m. The last day to complete graduation clearance for Spring Commencement with the Graduate School is April 24, 4 p.m. All students are encouraged to clear by March 7 for inclusion of their names in the commencement program.

Departmental Reports

- College of Business (Dr. Assad): The college is working on increasing admissions.
- Public Health (Dr. Shahbazi): The department is planning for an upcoming accreditation site visit.
- Social Work (Dr. Spence): Self-study, Self-study, Self-study
- Psychology (Dr. Williams): Three graduate students will present at an upcoming Mississippi Philosophical Association meeting.
- Music (Dr. Akombo): An American Choral Directors' conference will be held in Jackson.

Dr. Gardner asked that departments send more specific department reports to Ms. Sutton. The meeting adjourned at 11:55 a.m.

Ms. Regina Sutton
Recorder of Minutes
Ext. 8619