

GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES – September 2, 2010

Present: Nolan Argyle, Melissa Benton, Charmaine Caldwell, Diane Dees, Nathan Elliott, Janet Foster, Karla Hull (presiding), Lyle Indergaard, Hanae Kanno (for Mike Sanger), Fred Knowles (for Kate Warner), Wallace Koehler, George Langford, Jim Loughry, Ellice Martin, Reynaldo Martinez, Corine Myers-Jennings, Nancy Swanson. Guests: Rebecca Waters, Teresa Williams, Samantha Walls

The meeting was called to order by Dr. Hull at 2:00 PM. Welcomes and introductions were made to begin a new academic year. Dr. Hull reported that a reorganization of the graduate school is in progress; improvement of web site on going; and new technology to reach prospective students (Twitter and Facebook) are being utilized.

Minutes from April's meeting were approved.

Deactivation of Courses: For information purposes – ARED 6950, 7150, 7930, 7950, 7999 and ART 6100, 6200, 6450, and 7070.

New Courses – PADM 7400 & 7410: Motion was made to approve; seconded. Nolan Argyle explained that the National Association of Schools of Public Affairs and Administration (NASPA) requires an element of Ethics in all MPA courses. NASPA does not require but does recommend that a course be dedicated to ethics. PADM 7400 is such a course. PADM 7410: Dr. Argyle mentioned that this course fulfills an increasing need for students expecting to perform analyses on the job. This will be the 5th PA program in the country to add a course dedicated with this topic – program analysis. The proposals were approved with minor changes.

Revised Course – PADM 9999: Motion was made to approve; seconded. Dr. Argyle reported that credit hours are being changed from 3 or 6 hours to 1 or 3 hours. DPA students have a minimum of one year to complete their dissertation-quality projects. This change will allow students to register for 1 or 3 hours each semester in case they go beyond the one year mark. The proposal was approved with minor changes.

Deactivation of Courses: For information purposes – PADM 7340, POLS 5610, 6400, 6610, 6630, and 6850. FREN 5410 and SPAN 7012.

New Course – MLIS 7730: Motion was made to approve; seconded. Wallace Koehler said that the course was taught as a special topics course as an elective and will cover preservation of physical objects and digital objects in disaster planning and conservation of library materials. The committee approved with changes and asked that the proposal be submitted on the correct form.

Curriculum Changes – MLIS Program: Motion was made to approve; seconded. Dr. Koehler mentioned that the proposals would correct typo and drop a pre-requisite. Numerous changes were noted but the proposals were approved.

Deactivation of Course: For information purposes – MLIS 7050.

Other Business

1. Graduation: There have been two graduate student graduations since spring 2010. The first was held in Whitehead Auditorium – a space not at all accommodating for the large attendance. No one could have predicted the turn out! Summer graduation was held in the PE Complex – more room. Students' comments have been very favorable; some saying they felt honored; special. Next graduation – December 10.
2. Assistantships: As of meeting time there were over 305 assigned assistantships, almost double the number from two years ago. Positions were used as recruiting tools with MFT, CJ, and English programs very successful in recruitment efforts. The question was raised – what about on-line programs and assistantships. The dean would have to be certain that the work was justified and viable work. How to police hours would be an issue. The position would have to be program specific. Dr. Ellice Martin mentioned that her research GA uses “Groove” and “One Note” to assist her so that work is not lost in VSU email.
3. Writing Support for Graduate Students: Dr. Hull explained that Pat Miller (English) is leading the tutoring program. A flyer was distributed. The program is there for students but the tutor would not serve as an editor for theses and dissertations. Stephanie Flores-Bradshaw is the GA in this position. Her office is located in Faber Hall. Assignments will be assessed before and after tutoring to help evaluate the program. Students can also contact Stephanie on line.
4. Policies Update: The dean will “step out” of the grade appeals process. The new grade appeal form will not include the graduate dean.
5. Enrollment: Dr. Hull reported that graduate enrollment is up. Recruitment is working – pulling more VSU students into graduate school. The admissions staff would be happy to visit undergraduate classes for recruitment purposes.
6. Web Site Update: The committee was asked to review the graduate school web site; check links for accuracy. Efforts are underway to revamp the pages – make more attractive. Comments are welcomed.
7. Committees: Dean Hull distributed a list asking members to sign up for sub-committee work (GSSA apps, Graduate Faculty Scholarship Fund, Criteria for Graduate Faculty apps, appeals committee and policies committee).
8. Fall Graduate Faculty Application Deadline – September 17, 2010. Will accept through September 24.
9. Fall 2011 Assistantships: Dr. Hull asked that a call for nominations for GSSA funding would be issued soon. Explicit job descriptions should be included. These positions are used for recruiting purposes – to recruit high quality students that may or may not come to VSU. If you have anyone in mind for spring email Dr. Hull; there may be funds available.

The meeting adjourned at 3:15 pm.

Recorder, Teresa Williams

Karla Hull