

## GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES – April 23, 2009

Present: Nolan Argyle, Melissa Benton, Michael Davey (for K Jacobsen & D Hall), Janet Foster, Karla Hull (presiding), Wallace Koehler, Lyle Indergaard, Don Leech, Mitch Lockhart (for Jim Loughry), Ellice Martin, Paul Riggs (for Chris Meyers), Mike Sanger, Mel Schnake, Kate Warner, David Wasieleski.  
Guests: Jessica DeVane, Meg Giddings, Rebecca Waters, Teresa Williams

The meeting was called to order by Dr. Hull at 2:00 PM.

Minutes from March's meeting were reviewed; approved with changes.

HIST 6295 - New Course: Motion was made to approve; seconded. Paul Riggs said that the course will support the Arts & Sciences minor in Environmental Studies. The course will be cross-listed with the undergraduate course. Graduate students will attend the class lectures with extra assignments and student/professor sessions supplementing the coursework. The proposal was approved.

BSED/MED Early Childhood/Special Ed Curriculum Change: Motion was made to approve; seconded. Dr. Hull reported that the program is currently a 5-year program without certification. Many challenges prevented students from student teaching full time and taking courses. The program was weakened by students leaving to get certification elsewhere. This proposal removes the 5<sup>th</sup> year component. Dr. Hull commended the department for its collaborative efforts in creating the program from scratch. The proposal was approved.

Nursing – Deactivation of Courses: This was an informational item only. Melissa Benton explained that there was no major or minor with a nutrition curriculum and that the undergraduate courses were also being deactivated.

Spring Graduate Faculty Nominations: Motion was made to approve; seconded. Dr. Hull mentioned that the membership committee recommended the names for new status and renewal of status. The names were approved.

GRE Review Committee Update: David Wasieleski reported that the committee reviewed the use of the GRE in admissions decisions at VSU. It was noted that several departments still use the old analytical score but it no longer exists; programs should make sure they update to the newest score based on 0-6 points spread. It was also noted that ETS suggested that schools can use GRE scores as a selection tool for GAs or TAs. Dr. Wasieleski and Dr. Lyle Indergaard also reviewed the access to tests for international students. Tests are available to prospective students outside this country. They were not sure how VSU could change any policy here. Dr. Hull mentioned that she would be working with Dr. Kristina Cragg studying a range of scores for each program – can they study losses in admissions due to scores or average scores? The committee was thanked for their work and everyone agreed the information would be useful in the future.

Graduate Research Symposium: Dr. Hull reminded the committee that the symposium would take place on Friday, May 1 from 4:00-6:00 p.m. in the UC Magnolia Room. The committee was ask to encourage faculty and students to attend – especially seniors thinking of graduate school.

SOIs for Graduate Classes: Dr. Hull said that she was asked about electronic student opinion of instruction going on line and how it would affect graduate faculty applications. Will face-to-face courses need to continue using the paper version? Getting students to actually complete the evaluations was the topic of interest – a trial involving undergraduate nursing students was not promising. Some programs suggested using the SOIs as “tickets” to take finals. The COE is also engaged in a pilot – it is open until the end of finals. Graduate programs had to be cautious in how they were used. Can graduate students be given incentives? Yes, as long as you include in the course syllabus. Committee members should return to their departments and discuss.

DegreeWorks Handout: Dr. Hull said that Karen Shepard of the Registrar's Office is working to bring graduate advising support on line. Please review the list of what your program requires for graduation. If there is a correction, please send it to Teresa; she will forward them to Karen.

Graduate Assistantship Update: Dr. Hull shared that the restructuring is going well and that an on-line GA application is being constructed by IT. Parts of the application should go "live" in late May or early June and be more "user friendly." The new process will enable students to complete an application and pick departments for which they wish to apply. A copy will go to the department and to Teresa. Contact names will be needed for the process. It is hoped that a "renewal" page can be added later for departments wishing to renew appointments.

The meeting adjourned at 3:15 p.m.

Teresa Williams  
Recorder, Teresa Williams

Karla M. Hull  
Dean Karla Hull