

Graduate Council Meeting

Tuesday, January 24, 2012

Attendees: L. Roberson (Chair), B Zoellner, D. Casamatta, D. Scheffler, G. Candler, K. Kasten, B. Kavan, C. Campbell (guest), D. Jaeger, A. El-Safty, M. Moore, R. Russac, M. Zhan, S. Hallblade, S. Shaw, C. Learch, L. Richardson, Kpcio

Dr. Roberson welcomed members back from the winter break and opened the floor for any announcements related to the council or graduate programming. No announcements were made.

Dr. Roberson opened with the first item on the agenda; two draft policies which were provided to members via email for review and feedback (Dual International Degree Policy and Graduate Certificate Programs Policy). Council members discussed first the proposed language for the Dual International Degree Policy and a motion was made to accept the new policy. With a show of hands, the policy was approved. Members discussed the proposed language for the Graduate Certificate Programs Policy. Some members asked questions about the waiver policy and the expiration of courses. Dr. Roberson will research these and draft a second proposed policy with the suggested language. He will send via email prior to the February meeting for council review and feedback. The February meeting agenda will include additional policies for review (second masters degrees and concurrent degrees in two colleges). Dr. Roberson will send these two additional policy reviews to members for input prior to the February meeting.

Dr. Roberson presented the next agenda item, the Graduate Admissions Policy, which is currently awaiting Presidential signature and will go into effect for the Fall 2012 term. Admission criteria should be set at the program level and Dr. Roberson requested that program directors work to determine any changes with faculty in the program. Criteria set beyond the new minimum (a Bachelor's Degree from a regionally accredited institution and 3.0 GPA for the last 60 credit hours) must have Chair and Dean approval. The Florida Graduate Deans met last fall on this topic and guidelines are available. The Educational Testing Service (ETS) website also has good advice for how to determine minimum test scores. Chad and Lilith generated a list of other criteria that was found across various programs and that information is available as "food for thought." The ETS site recommends language that suggests a graduate program is seeking "official competitive scores," and using a percentile rather than a particular numerical score. Dr. Roberson cautioned against using combined test scores, it is important to consider the scores separately. He suggested that program directors discuss options with Chad and Lilith who will be able to extract "admitted student data" for each program from the last several years. Consider looking at the scores of students who did not finish the degree

program versus those student who did finish, etc. A draft document is provided to simplify submission of your new admission criteria to the Graduate School with your program director, chair and dean approval signatures. Please write the new criteria in a way that can be used in the university catalog. The catalog will be the official source and your website should link to that central location. Please complete and submit as soon as possible in order for new criteria to be posted on the Graduate School website for Fall admission.

Dr. Roberson updated members on the status of the Graduate Student Survey. Research was done using information from peer and aspirant universities to create the survey. The survey is currently in review with Judy Miller and will be reviewed by IRB. Dr. Roberson made another call for any program directors wishing to submit additional questions (specific to the program) for the survey. Assistance with formulating multiple choice questions is available. The English program submitted questions and any additional are welcome. The collected data will be reported back to the program. The survey will be used to address and improve outcomes as was done with the Undergraduate Student Survey.

The Electronic Thesis & Dissertation process with Library Dean Hallblade is on the agenda for next month's meeting.

The meeting was adjourned at 1:25 pm.