

Graduate Council Meeting  
November 22, 2011

Members in attendance: Casamatta, Kavan, Vose, Schonning, Zoellner, Russac, Kasten, C. Christie, Zhan, Buchwalter, Eggen, Sheffler, Roberson, Learch, Richardson.

Attendees: Cheryl Campbell, Kapcio

Dr. Roberson opened the meeting at 12:15 with the first agenda item, an update by Lilith Richardson on the status of delayed student test scores from the Revised GRE test. Lilith reported that more than 600 official student test scores have been processed in the Graduate School office as of today. Educational Testing Services (ETS) is releasing scores within a 3-week turnaround of a student test date. Due to the delay in scores, some graduate programs have chosen to extend their application deadline to December 2; any program director wishing to extend the application deadline to Dec. 2 please contact Chad. The original spring term deadline was Nov 1, but the online application system can be modified to accept applicants until the new deadline and the website information can be revised.

Dr. Roberson reminded members that the Council approved a policy toward the end of the spring term that would allow graduate programs to change admission criteria. He attended a recent meeting of all State University System Graduate Deans and several other universities do not require the GRE for all programs.

As soon as Dr. Roberson receives word that the policy is official, he will let Council members know. The last page of the memo packet is a draft document that graduate programs can use which requires signatures from both the Chair and Dean in order to change the program admission criteria. Guidelines are also included for graduate programs to adhere to as each program develops new admission criteria and considers new test score minimums (separate minimum scores that are not combined). The guidelines can aid a program in considering multiple sources when looking at an admissions portfolio. Dr. Roberson reminded members that programs can contact Chad to run a report for five or more years of admissions data to help programs set new criteria based on that historical data. When admission criteria are set, Dr. Roberson indicated that individual program webpages link to the Graduate Catalog or the Graduate School website's listing of the academic program in order to maintain consistent updates to information. While awaiting formal approval of the new Graduate Admissions policy, Dr. Roberson will lift the policy requiring the GRE for any program for next term, but requests must be first approved by the department chair and college dean prior to submitting the request to the graduate dean. At the end of the Council year last spring, three out of 30 graduate programs were interested in eliminating the test score requirement. In response to a question, Lilith reported that waiting for the new GRE test scores did not significantly delay applications; of the 123 incomplete graduate applications today, only 13 are currently awaiting the new GRE score. Dr. Roberson clarified that the Bachelors Degree and 3.0 GPA requirements cannot be changed, but

other criteria can be set. For international students, a separate link on the website details additional requirements, particularly the TOEFL requirement.

Dr. Roberson updated members on the progress of the Graduate Student Survey, a vehicle to assess final term graduate students similar to the survey for graduating seniors. The survey will address areas such as academics and student services; a draft is currently in Institutional Research. Dr. Roberson reminded members of an offer a few months ago to graduate programs to submit program-specific questions to include with this survey. The survey questions cover all aspects of graduate student life, so programs should submit *program-specific* questions; please work with Lilith for help with submitting/writing questions. Dr. Roberson is hopeful that the survey will be administered in the Spring term and he will provide the link as soon as Fen in Institutional Research (IR) is finished so that Council members can provide input. IR also will help to analyze the collected data. Students who apply to graduate in Spring 2012 will get the survey link and can voluntarily take the survey.

Dr. Roberson discussed the upcoming agenda items for the January meeting; Council will review/consider several policies; the second masters degree policy, thesis and dissertation policies, the need for a policy on graduate certificate programs, and the need for a policy on minors ( and dual graduate degrees) which should allow flexibility but maintain integrity in the program. Dr. Roberson will email initial drafts to members at least 2 weeks prior to the January meeting.

Some members requested assistance with Oracle access to view student referrals during the admissions process. Chad is working with IT to resolve this issue; some faculty may need to remote-in to admit.

Chad addressed a question about the state data that is available through FSU which contains contact information for FL students graduating with an undergraduate degree. The data includes information such as names, emails, addresses, demographics, graduates with certain degrees, etc. and should be available in December. Talk to Chad for more information

The next meeting will be Tuesday, January 24 in the President's Conference room. Look for draft policies to review about 2 weeks prior.

The meeting was adjourned by Dr. Roberson at 12:59 pm