

Graduate Council Meeting

Tuesday, January 27, 2015, 12:15-1:30 pm

The President's Conference Room

Minutes

Members in attendance: Biernacki, Gilson, Eggen, Christie, Gilg, Goel, Mettler, Johnson, Jaeger, Nies, Tiryakioglu, Bruey, Stanley, Zoellner, Vose, Curry, K. Patterson, R. Patterson, Lichty, Pascale, Kantner, Farara.

Dr. Kantner calls the meeting to order at 12:15pm.

The Dean welcomes all members and reminds the Council of the upcoming research week and how the Department is looking for a more prominent speaker next year and for larger crowds.

A motion was then made to approve the January minutes.

A request was then made if the items to be discussed for the next meeting can be placed in the minutes from now on (Candler). The Dean approves this request and the minutes are then approved by Council with none opposed.

Recruitment Efforts Update:

Dr. Pascale spoke of the upcoming Career fairs the Graduate School will attend at Jacksonville University and Flagler College. One will be in February and the other in March. She also expressed the change the Graduate School is having with on campus recruitment. The Program Assistant in the Graduate School office, Danielle Stedham has attended club meetings with organizations on campus to share more about the Graduate School.

Dr. Vose expressed that Mrs. Stedham did a wonderful job, however she asked if the Graduate School can ensure that the Program Directors are aware that the meetings are going.

Dr. Pascale agreed with Dr. Vose, and made a note to explain this to the Program Assistant. She continues with explaining the student spotlights on the Graduate School Facebook page. The student spotlights highlight current Graduate students who attend UNF. The first was a student from the Brooks College of Health, and the next will be the Coggin College of Business. The students will be contacted and then given a template to fill out and the information then posted on Facebook.

The next opportunity for online recruitment for the Graduate School is with First Coast news, which is more targeted marketing. This will help when individuals search for schools in a search engine, they will see UNF.

Dr. Pascale speaks of the Graduate Scholarship Program and how they are currently being given to newly admitted students who have high G.P.A's. She is currently working on a nomination system for the program directors, so they can nominate a person who they feel should receive the scholarship.

Members discussed and raised a few questions if international students are able to apply for the scholarship and when is the deadline for the scholarship funds to be given to the students. And if the GRE or GMAT is required.

Dr. Pascale answered that the GRE or GMAT is not required and Dr. Kantner expressed that the Graduate School wanted to ensure that the recipients were tied to a program before given the scholarship.

IRB, Thesis and Dissertations, GALC updates:

The Dean brought up the topic of human subjects for Thesis and dissertations. If a project is done by a student they should visit the IRB staff just to ensure they are following policies if human subjects are involved. They would be unable to publish if there are any issues. They would not be able to go back and reverse this. Dr. Candler then made the note that the Thesis and Dissertations is considered a published work by UNF and The Dean explained that is it publicly used. The Dean then handed out a form for the Council to review and approve the GALC criteria. There was some discussion on the topic of "improvement" for the program.

Members discussed and posed questions on who decides the teaching objectives and how are teaching objectives decided? What is the standard? Can the Criteria be decided by the program? Another issue: if a student has lower than a "B" they are in danger of Academic probation. The Education Department has state exams for the students once they graduate. How many must meet the criteria?

The Dean explains that Judith is looking into this and if there is logic to the process. And course grades do not evaluate the program as a whole. SACS is a bit vague on continuous improvement and what constitutes continuous improvement. This will be an ongoing discussion.

Motion to approve the GALC was made and approved without any opposed.

Bylaws:

Dr. Kantner presents the bylaws for the Graduate Council. Section one describes the purview of the council. Implementing policies like renewing Graduate Faculty and non-graduate faculty to teach Graduate courses. However a few that may need modifications such as proposals for new graduate programs. There would be more scrutiny for the Doctoral programs. The Graduate Council is not called in any of the steps, yet the Dean did not mind bringing them to the council if they would like.

Changes:

- The Council decided to keep the process the same for the proposals for new programs. Possibly reviewing the proposals to be aware of what programs are being requested but not approving.

- For non-graduate faculty to teach courses, the Council decided to keep the process the same by allowing the Dean to receive the nominations and then approving them without the Council's approval.

The next item discussed by the Dean and Council involved academic progress, and how one cannot get a degree unless they have a 3.0 G.P.A. Many programs require for a student to have a "B" for a required course to be counted however there is no university wide policy. The University could have the policy but the Program Directors can interpret that as they wish.

The members then responded that they are unsure how this could work since all programs have different ways of doing things. However someone felt In certain instances there should be a policy. A "B-" has had to be placed in manually previously; however it averaged to a 3.0. Some programs do allow a B- or better, and they are unable to get credit if the grade falls below this. This helps the students in their first semester. Another Council member felt this might cause confusion for the student and programs would have to standardize everything if there is a policy. This would add something else for the students to do. Also, If a student has personal issues, then having the G.P.A. recalculated can help and there have been students who have had to file a University policy waiver form.

The Dean explains that the Graduate School would not like to have certain policies and then the programs have separate policies in this area. This may be good to revisit if someone feels strongly about the policy being made. However the Council did not feel strongly. The Dean then decided to not pursue this any further.

Next Graduate Council meeting topics:

Dr. Candler:

- Advertising funds and the Military bases.
- The rise of tuition this year.

Dr. Vose

- Registration for those who have a state tuition waiver (They can only register the day before).

Curry:

- Will go over the new way library resources will be used.
- There will also be a Graduate Scholars update.

Meeting adjourned at 1:44 pm