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## College of Graduate Studies

### GRADUATE PROGRAM DIRECTORS' MEETING

February 25, 2014 12:00 noon Student Center 313/315

**Present:** Professors Karla Hamlen, Victor Liva, Girish Shukla, Maureen Mitchell, Ronald J. Mickler, Jr., Elizabeth Antol, Katherine Judge, Brian Mikelbank, Norbert Delatte, John Holcomb, Stephen Gingerich, James Marino, Nigamanth Sridhar, Associate Dean Donna Schultheiss, Dean Jianping Zhu, Graduate College Staff

The meeting was called to order at 12:05 p.m.

#### A. Welcome

1. Dr. Zhu thanked faculty for coming (in spite of a technical email glitch).
2. The new Graduate College staff members were introduced (David Easler-Director of Graduate Recruitment; Toni May-Coordinator of Graduate Student Services; Christopher Pokorny-Applications Developer, dual appointment with Office of Research), as well as the regular College staff.
3. A brief description of the staff responsibilities, especially the new staff, was reported.
4. David works with the Associate Dean on graduate recruitment initiatives. Dr. Zhu stated that graduate students are approximately 1/3 of the University population. The phase out of subsidized federal student loans for graduate students has contributed to students' financial pressures. The College of Graduate Studies has been working to increase enrollment efforts.

#### B. What is going on in the College of Graduate Studies?

1. Graduate Recruitment Initiative
  - David shared information on the software program "Hobson's Connect" which the Graduate College is now using to build, automate, execute, and track the entire graduate recruitment plan in one place. Undergraduate admissions has been using Hobson's and it will now be used for graduate students.
  - Hobson's coordinates OnBase, PeopleSoft and the Viking app. and is able to monitor all contact with students.
  - Hobson's offers bi-weekly reports by program and College and can provide this information to program directors if they wish. It can also

integrate a database/spreadsheet of contacts received from a program to help promote an event or market a program.

- Dr. Zhu emphasized that this software and the Graduate College can certainly do our part to assist the programs/Colleges with their recruitment but it is the individual program that plays the key role in admitting students.

## 2. Graduate Faculty Status

- The revisions to graduate faculty membership guidelines received final approval in May 2013 and are being implemented this academic year.
- Along with the College of Graduate Studies Guidelines, each individual College/School has Guidelines that are more explicit in defining acceptable scholarly work within their disciplines. Thus far, only two Colleges have submitted new Guidelines and had them approved by Graduate Council.
- For those Colleges/School that have not submitted their Guidelines, Graduate Studies will extend the status of their faculty whose status is expiring in Spring 2014 and review their applications in Fall 2014.
- Applicants need not submit materials again in Fall 2014 **unless** there is an addition to the CV that could make a difference in achieving a different Level of status.

## 3. Cross-listed courses

- Dr. Zhu reminded faculty that a previous memo was circulated stating cross-listed courses should not be over more than one level (400-500, **not 400-600**) without a compelling reason and any new course submissions would be reviewed under these criteria.
- Graduate Council will begin a review of existing cross-listed courses' syllabi to ensure that there is a differentiation between undergraduate requirements and graduate requirements and expectations.
- It is expected that this review will begin next academic year. Another question to ask is whether or not we should have such a large number of cross-listed courses? Enrollment numbers and adequate faculty are among the reasons for cross-listed courses. Graduate Council will be continuing this discussion.

## 4. Doctoral student hooding

- Dr. Zhu opened the discussion of possible changes to the doctoral hooding procedures at commencement.

- In the effort to save time at the December ceremony, all doctoral students were hooded at their seats before approaching the stage for their pictures and acknowledgement.
  - Faculty expressed their opinions, which include:
    1. Parents of the students come to commencement to see their child hooded on stage and should be given that opportunity.
    2. It was shared that Graduate Council members passed a resolution stating they did not agree with the new procedure and all doctoral students should be hooded on stage. Cuts to the ceremony could be made in other areas (e.g., introductions of attendees, speeches, etc.)
    3. The DPT students are receiving a practitioner-based doctorate and perhaps should be separated from the research-based doctorates for their own hooding ceremony.
  - Suggestions for improvements or changes include:
    1. Additional staff to help hold the hood and minimize the awkwardness handing the hood to the hooder/advisor.
    2. Separate hooding ceremony for the DPT students and introduced at the main ceremony.
    3. Separate ceremonies into graduate and undergraduate; in this case the dissertation title could be read for the graduate students
    4. Holding commencement on a Friday instead of a weekend
    5. Keeping the ceremony as it is
5. With no questions from the floor, Dr. Zhu thanked everyone for attending and adjourned the meeting at 1:07 p.m.

/mk  
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