

GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES

August 21, 2014

Meeting Location: 3007 Converse Hall

Present: Jennifer Branscome, Bonni Cohen, Iris Ellis, Matthew Grant, Dixie Haggard, Hsiao, Lyle Indergaard, Sandra Kagar, Jennifer Lambert, James LaPlant (presiding), Ellice Martin, Linda Most, David Nelson, Alicja Rieger, Michael Sanger, Mel Schnake, Nancy Swanson, Matt Waters (for Jim Loughry), Sherman Yehl. Guests: Rebecca Petrus, Jessica Trautwein, Ed Walker, Teresa Williams.

The meeting was called to order by Dr. James LaPlant at 03PM.

Minutes from the March 27, 2014 meeting were approved. In light of Item 1 discussed last March, Dr. LaPlant asked the Committee to consider having a graduate student sitting on this committee.

College of Arts & Sciences

New Course- BIOL 5830 Matt Waters explained that the proposal would change the course from Marine Biology, from a special topics course to one offered

Other Business

1. Marketing:
 - a. The Graduate School's viewbook and other material were distributed. Initiatives by the Graduate School and various departments have been successful as we work with Mary Gooding and her staff to promote graduate programs.
 - b. We will be participating in a Graduate School and Career Services fair on campus in October. Several program coordinators asked if they could have tables at the event.
 - c. Dr. LaPlant also mentioned the marketing campaign with WFSU and GPB's Banked In, and the Tallahassee Democrat in progress.
 - d. Rebecca Petrella said that VSU is working on licensure to offer online programs out of state settings (Florida does not allow VSU to offer online programs yet).
2. Writing Quality Task Force: The Task Force has met several times since spring and adopted a "Dissertation Dive In" writing circle for doctoral students. The first of its kind at VSU, the "Dive In" has approximately 10 students enrolled this semester and is facilitated by Dr. Kathe Lowney at the IDEA Center. Plans are to offer an online version in the spring. Dr. Petrella's successful summer dissertation course, ENGL 8300, had 15 students enrolled. From this course, the Student Success Center hired two graduate assistants as graduate writing tutors. Later this fall, we will conduct a survey through Qualtrics to seek graduate faculty feedback on the writing ability of our students as well as initiatives to improve graduate student writing.
3. GRE Scores: Nearly two thirds of graduate programs have switched their GRE requirements to the new scoring scale. The remaining programs are encouraged to make the change so that applicants will have a clear picture of what is required for admission to their programs.
4. Undergraduate Degrees from Non-accredited Institutions: The issue has arisen because there have been some applicants that did not have degrees from regionally accredited schools. Rebecca Petrella said that VSU currently requires degrees from regionally accredited institutions, as mentioned in the Graduate Catalog. The Committee was asked to consider this topic for the next meeting - does your program's accrediting body have a preference?

Other Topics

- a. The new provost will be conducting a search this year for the assistant VP for research and graduate dean
- b. David Nelson reported that the latest printed catalog includes COEHS information in the Communication Arts section. Can this be changed? It was suggested that he contact Jane Kinney, the catalog editor, to see if she could at least update the online version.

Motion was made to adjourn, seconded, at 3:05 p.m.

Teresa Williams
Teresa Williams, Recorder

James T. LaPlant
James T. LaPlant, Ph.D., Interim AVP for
Research and Dean of the Graduate School