

Graduate Council Meeting Minutes

Thursday, November 18, 2021 - ZOOM

MEMBERS PRESENT:

Annette Barnes, DNP/Nursing
Christina Bradley, Henson Rep
Melissa Bugdal, Fulton Rep
Celine Carayon, HIST (Acting Chair)
Heather Diehl, MSW
Yvonne Downie-Hanley, M.B.A.
Maida Finch, Ed.D./REED
James Fox, EDLD
Elizabeth Geiger, OGS
Clifton Griffin, Dean of Graduate Studies
Stuart Hamilton, GIS
Martin Hunter, Registrar
Carolyne King, At-Large Seat
Allen Koehler, AVP Enrollment Management
Laura Marinaro, MSAT
Scott Mazzetti, AHPH
Masoud Moghaddam, CHHS Rep
John Nieves – ENG, Faculty Senate Liaison

Dana Price, BIO
Jessica Scott, OGS
Jessica Strange, GSC President
Diana Wagner, EDUC
Star Weaver, MAT
Thea Williamson, Seidel Rep

MEMBERS ABSENT:

Jennifer Bergner, MSME
Doug DeWitt, Ed Leadership and Chair (Sabbatical)
Jacques Koko, CADR
Karen Olmstead, Provost
Vicki Root, CHHS Rep (Sabbatical)

GUEST:

Jessica Clark, Assistant Provost

- I. Call to Order – 3:32 p.m.
- II. Minutes
 - Minutes were unanimously approved as submitted.
- III. Curriculum
 - FINA 601 – New Course Proposal
 - This course is custom built to meet the needs of MS GIS program targeted for non-business graduate students.
 - Has been taught since 2017 under different number.
 - Making it a new course.
 - Recommended for approval by GCC. Seconded by Melissa Bugdal. Vote was unanimous.
 - MKTG 560 and MKTG 685 – Course Change
 - Courses are no longer taught and need to be dropped from course listings.
 - Recommended for approval by GCC. Seconded by H. Diehl. Vote was unanimous.
 - HHPF 502, 512, 513, 514, 515, 522, 523, 532, 534, 542, 544, 545, 546, 553, 557, 558, 559, 562, 590, 692, 693 - Course Change
 - Updating prefix from AHPH to HHPF to align with new program name approved by MHEC.
 - Will be reviewed at next level to decide if further approval is necessary.
 - No change to courses.
 - defense requirement.

- Recommended for approval by GCC. Seconded by S. Weaver. Vote was unanimous.

Large group of new proposals were submitted too late for November meeting. If December meeting is cancelled, J. Scott will send out for electronic vote.

IV. GPD Institutes – Jessica Clark

- Noticed a missing piece to orientation events – Grad Program Director Institute.
- Would be similar to a Chairs Institute but more specific and focused on Grad Program Director needs.
- Chairs Institutes are typically a ½ day event. Topics change each year and case studies are used that are applicable to situations facing chairs.
 - C. Griffin – As you work up agenda, would be helpful to include items related to training and resources.
 - Examples: Best practices in marketing and advertising, fostering inclusivity, enrollment, graduate student success, training.
- C. Carayon will collect needs and ideas and submit a comprehensive list to J. Clark.
- J. Clark will then draft something and get it to everyone to review in the spring.

V. English Language Follow-up – C. Griffin

- This has been discussed several times over the years.
- Grad Council should review the current language and if there is any interesting in modifying the language, OGS can spearhead that.
- Would be helpful if graduate review had a broader perspective (like undergrad) and not be entirely based on standardized testing. Consider alternate methods of validating English proficiency. Have discussed some of these with Brian Stiegler.
- C. Carayon – Questioned the effect on ELI’s capacity
 - C. Griffin – Would provide more validity to ELI as current admission decisions do not factor in ELI results. We will include ELI folks in the conversation.
- D. Wagner – Conversation occurred several years ago while starting exchange programs with Chinese institutions. Found that writing was better but oral comprehension skills had challenges. TESOL resources were not readily available.
 - A. Koehler – CSA used to have an ELI tutor but funding went away. Trying to reestablish that position.
- C. Griffin - If modifications are made, it would be to minimum university standards. Individual programs can have higher standards.

VI. Revisit Adjustments to Brand – C. Carayon

- At October meeting we discussed how new brand is not geared towards graduate education. J. Scott did get the caption corrected under Jessica Strange’s picture, to identify her as a grad student.
- As is, the website cannot be used to market graduate programs.
- C. Griffin – Images are more SU-centric now. Grad Council can put together a statement to give to the Provost about how graduate studies is not captured in the new brand. All suggestions for improvement are welcome.
 - C. Carayon – Failed opportunity to highlight graduate research and the hands-on experience of the Nabb Center and internships.

- T. Williamson – Promotional YouTube video includes no older students. We need to include students who look like the students we’re trying to recruit. We need a more cohesive video, maybe a separate one, that shows professionals in their fields.
- J. Nieves – The graduate presence is more than just a percentage. Should be including things like grad seminars, Writing Center, online and satellite students and TA’s in the classroom.
- C. Griffin – Grad Council can put forth a document stating these items. While we appreciate the changes to imagery on the website, there are still opportunities for growth and we need to capture what grad students are participating in on campus. Should go to Sue and Karen as an action item.

VII. Revisit Travel Expenses for Students

- SU has changed in terms of number of people conducting research but policies have not been updated.
- Difficult to help students find funding for conferences.
 - T. Williamson – Worked with J. Scott to compile opportunities for education students.
 - C. Griffin – Created the Research and Presentation (RAP) Grant when he arrived at SU. Will consider raising max funding from \$500 to \$750.
 - S. Hamilton – It’s not just about conferences. It’s about paying for travel so students can conduct research. Sometimes credit cards have to be in person.
 - C. Griffin – Our office will reach out to Accounts Payable to see what options are available . Clifton supports reducing the burden on students.

VIII. Subs and Waivers – D. Wagner

- Go to your Deans and ask that the Registrar have the resources and staff they need. They are the same as they were when we had half the current enrollment.
- Subs and waivers take forever and affect a student’s audit. And if affect advising since students can’t look at the progress reports since they aren’t updated in a timely manner.
- SU established a large advising center which cannot help with any grad issues.
- Marty – Registrar has had 365 requests since September 1st. Sometimes there are 50-60 per week. Working on a new program to make sub and waiver requests quicker. Will start training with Grad Program Directors as soon as it is up and running.
 - C. Griffin - Please include Jessica Scott. OGS is willing to help in any way if there is access.
 - D. Price – If Grad Faculty have more access, they can also help expedite things.

IX. GSC Update – J. Strange

- Been having regular meetings with Assembly.
- Been working with Andrew and SGA. He’s allowing GSC to do a PowerPoint at one of their open forums on deadlines and research opportunities.
- Once the branding statement is completed, she would also like to bring this up during PAT meetings.
- GSC FINALLY has office space!! Will be housed in the current Career Services since they’re moving.
- Met with Kevin Fallon and encouraged him to bring back CV and resume services. As a reminder, there is a closet on campus with professional outfits to be used for interviews, presenting, etc.
- Reached out to HALO to help with Trees of Hope.
- Starting conversations with campus NAACP on possible joint efforts.

- GSC members will be volunteering at Grad Walk.
- Thanks for always supporting the GSC

X. Dean's Remarks – Clifton Griffin

- Thanks to Jesci Strange for her leadership on GSC.
- Thanks to Allen Koehler for his collaboration related to enrollment management.
- Thanks to Liz Geiger for her work in implementing Slate. It is a great resource and will be help to streamline our process making it easier on applicants and program directors.
- Presidential Search
 - Lots of requests are being submitted. Consideration will be given to shared governance groups and other stakeholders. Believes J. Strange, as GSC President, will get insight to the search process.
 - Encouraged by Chancellor's visit but we must speak to the importance of our graduate programs whenever possible.

Meeting was adjourned at 5:01 p.m.

Submitted by Jessica Scott