

## University Graduate Council Minutes

Richards Hall, VPAA Conference Room

November 10, 2017

### Council Members in Attendance

Dr. Nicholas Bolden, Chair (COLS)  
Dr. Kevin Burgess (COLS)  
Dr. Tammy Condrey (COEHP)  
Dr. John Finley (TCOB)  
Dr. Saoussan Maarouf (COEHP)  
Dr. Lydia Ray (TCOB) for Dr. Khan

Dr. Doug Tompson (COLS) for Dr. Scaglia  
Dr. Margie Yates (COEHP)  
Dr. Andrew Zohn (COA) for Dr. Harris  
Ex- Officio Members:  
Dr. Tina Butcher, Provost  
Dr. Ellen Roberts (AA), Associate Provost  
Ms. Kristin Williams (EM)

### Topics

#### **Item 1:** Welcome, Lunch, and Approval of Minutes.

- Dr. Bolden called the meeting to order and the council approved the November minutes with revisions.

#### **Item 2:** Report from the Associate Provost for Graduate Education.

- Dr. Roberts recognized accomplishments in several Graduate Programs: Counseling, Foundations & Leadership had a recent CACREP accreditation and had excellent comments in their exit interview and when official will have this accreditation for eight years; School of Nursing celebrated their 50<sup>th</sup> anniversary in October; the MPA program is waiting on interim report from NASPAA.
- There were council members and others representing graduate programs who participated in a national research study in October 2017 at Georgia State University. With having representation from Emory, UGA, and Georgia State University, there was an opportunity to learn from others.
- Handout provided regarding Graduate Enrollment by Major as a 4-year study; Dr. Roberts and Dr. Yates will be working with programs with decreased enrollment to determine a way to increase enrollment; if increased enrollment is not possible and/or program not viable, will help determine if program should be deactivated.
- From Kristin Williams: Discovery Day in October had 22 students attend which was an increase for event attendance in fall semester. Next event is February 2018. Matt Edmonds will also be helping with graduate recruitment. Enrollment for Spring 2018 is increased by 184 applications (397- Spring 2017; 581- Spring 2018). There has also been an increase in International students returning to look at U.S. schools.
- With the proposed change to the tax code of allowing tuition dollars to be taxed for graduate assistants, there could be an effect on graduate education money. Information will be sent on contacting legislators once final bill is determined.
- Response requested regarding 1<sup>st</sup> graduate faculty newsletter; council members reported positive feedback, including from other faculty members- discussed sending newsletter to non-graduate faculty members.

**Item 4:** New Business: Education Specialist graduation requirement grade policy:

- Dr. Hackett presented a proposal to allow students in the Education Specialist program to graduate with two Cs; previous policy to have one. This has already been current practice but plan to change student information regarding this.
- Discussed ½ time status for Doctoral Studies; this has been under consideration and was agenda item under Old Business. Committee members researched other institutions to determine current practice and found comparable institutions in Georgia that have differences in ½-time status based on the program; discussed needing to separate these based on level of Master's vs. Doctorate degree in graduate program.

Action: Committee approved proposal for students graduating with two Cs in Education Specialist program.

**Item 5:** Old Business: Approval of Graduate Faculty:

- The Graduate Council approved two for full graduate faculty status, one for associate graduate faculty status for one semester only, and one for provisional graduate faculty status based on renewal of current certification (due in December 2017).

**Item 6:** New Business: History Department MA Curriculum Proposal:

- Discussed program changes with the History and Geography Department with new course proposals, modifications, and course deactivations for a MA in History with two concentrations (see attachments).

Action: Council approved program changes for the MA in History.

**Item 7:** New Business: Graduate Open House

- Graduate School Open House for graduate students, faculty and staff will be Thursday, November 16th from 12-2 p.m. There will be refreshments and drawings for door prizes.

**Item 8:** New Business: Continuous Enrollment Policy

- Council discussion on graduate students' need to continue enrollment until completion of dissertation and defense. Comparison of how this is managed at other Universities. Dr. Maarouf and Dr. Yates reported that it is an expectation of continuous enrollment at two researched institutions in Georgia. Both faculty asked to check with Doctoral program faculty for feedback on requirement. Council members discussed potential for this and in agreement that it is needed to give credit for faculty and advisors for working with students on their dissertation, and it would have students work harder to finish if needing to stay continuously enrolled through completion.

Action: Council approved the concept of a formal policy for continuous enrollment of graduate students working on dissertation. Dr. Roberts to work on development of this policy and bring back to council for feedback.

Item 9: Thesis and Dissertation grading tabled for next meeting due to time constraints.

Meeting adjourned at 2 p.m.