

## University Graduate Council Minutes

Richards Hall, VPAA Conference Room

September 8, 2017

### Council Members in Attendance

Dr. Nicholas Bolden, Chair (COLS)  
Dr. Kevin Burgess (COLS)  
Dr. Tammy Condrey (COEHP)  
Dr. John Finley (TCOB)  
Dr. Scott Harris (COA)  
Dr. Shamim Khan (TCOB)  
Dr. Saoussan Maarouf (COEHP)

Dr. Ilaria Scaglia (COLS)  
Dr. Margie Yates (COEHP)  
Ex-Officio Members:  
Dr. Tina Butcher, Interim 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 August minutes.

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

- Dr. Roberts reported that enrollment, as of 9/1/17, is up 0.6% for this academic year; while undergraduate enrollment is decreased by 78 students (1.14%), graduate enrollment increased by 83 students (5.23%). This increase was primarily in COEHP and TCOB.
- There are 98 graduate assistants for Fall semester as compared to 103 last Fall with a potential couple more to be added.
- 23 students, who were a good representation of the programs, attended the 1st meeting for the academic year of Graduate Student Advisory Board. Graduate council members encouraged to have graduate assistants attend- graduate assistants can receive a 2-hour credit for attending board meetings. Next board meeting on October 17<sup>th</sup>.
- Deadline for graduate recruitment grants of up to \$500 is October 3<sup>rd</sup>. An increased amount may be available but needs justification.
- Board of Regents new proposal format for new programs has increased to 19 pages; members are encouraged to review this plan and provide feedback. Due to length of proposal along with need to have new programs approved by several areas, it will be more difficult to have new programs approved.
- A nationwide study is being conducted by the Council of Graduate Studies on graduate programs; three programs were selected in Georgia, and one of these is Columbus State. This opportunity for participation in this research study will be in October 2017 and representatives of graduate programs will be asked to attend.

#### **Item 3:** Old Business: Approval of Graduate Faculty:

- The Graduate Council approved six for full graduate faculty status, two for associate graduate faculty status, and four for provisional graduate faculty status. One was returned for needed updates of CV.

#### **Item 4:** Old Business: Graduate Student half-time status:

- Letter from Dr. Hackett reviewed as formal request to reduce half-time status from 4 hours to 3 hours as related to ability to obtain financial aid (see attachment).

- Discussed previous objections to this: Dr. Sallie Miller and MPA program had voiced objections due to reporting of data for accreditation with a change of PT hours- also that the change in PT hours would also affect FT hours for program.
- Question asked regarding potential that this could only affect doctoral program with PT/FT hours at 3/6; Master's degree would remain 4/9. Discussed need to follow-up issue with registrar, bursar, doctoral faculty and students to determine effects of this; doctoral completion not an issue since this is a longer program.
- Question asked regarding if other doctoral programs do this; Dr. Bolden discussed a dissertation completion form that has been used elsewhere to help plan time for doctoral students. Discussion on a course that could be offered as a variable 1-4 credit to complete dissertation which would allow sufficient hours without changing half-time status.

Action: Committee inclination to offer support for half-time status for doctoral students only but further research needs to be done to determine how this is handled at other institutions and potential impact on other departments as outlined above.

**Item 5: New Business: Completion of the Thesis/Dissertation (Grading/Continuous Enrollment/Defense)**

- Issue with this and graduate students that some are not enrolled during completion of dissertation and preparation for defense leaving graduate faculty working with students without workload credit for this and students not having full resources because of not being enrolled.
- Proposal by Dr. Roberts of approval of 1-hour course for continued work on dissertation that would be more affordable for students with cost of \$400 /graduate students and \$600/doctoral students. This could also provide a solution for half-time credit need.
- Grading has been an issue also- should students remain in course related to dissertation with grade of IP given which would mean satisfactory progress toward completion but grade change made later once dissertation/defense completed? Same issue with workload for faculty and use of resources by student.
- Discussion on policy need for students that once dissertation begun, student would need to stay enrolled until completion.

Action: More fact-finding needs to be completed regarding this issue and once these are presented, Graduate Council can weigh-in on a recommendation. Academic Council should receive information for review as well.

**Item 6: New Business: Faculty Research**

- Discussion on how this needs to increase in graduate faculty with known issues of workload and funding. Dr. Finley added that the strategic plan highlights the need for this.
- Full discussion regarding strategies for this including how to increase pool of funding available and need for faculty development on application for grants, including University ones. Discussed use of student workers to help with workload issue and ability to pay for these out of grant funding.

**Item 7: New Business: Additional Business by Members**

- Unable to address item due to time factor and will start with this agenda item next meeting to ensure there is time to present.

Meeting adjourned at 2:00 p.m.