

Graduate Council  
Kennesaw State University  
September 7, 2016  
KSU Center, Room 401

Minutes

**Members Present:**

Tridib Bandyopadhyay, David Baugher, Allan Bishop, Jeff Chastine, Mike Dishman, Chris Dockery, Genie Dorman, Kathryn Epps, Stephanie Foote, Juanne Greene, Nichole Guillory, Tricia Hart, Sherrill Hayes, Jerry Herbel, Albert Jimenez, Linda Johnston, Brandon Lundy, Buddy Mayo, Gwen McAlpine, Irene McClatchey, Erin McGerald, Cherilyn McLester, Scott Nowak, Metin Oguzmert, Nikki Palamiotis, Traci Redish, Paola Spoletini, Chris Totten, Lewis VanBrackle, Raj Veliyath

**Guests:**

Sanjoosh Akkineni, Amy Buddie

Agenda Items:

- 1. Introductions**
- 2. Graduate Student Association** - Sanjoosh Akkineni, current President of the Graduate Student Association (GSA), addressed the group to let the programs know of the GSA activities, including travel funding (reimbursements) for graduate students presenting at conferences as well as the GSA attending graduate program orientations.
- 3. Research Symposium** - The Graduate College has been wanting to create an opportunity to showcase graduate student research. Amy Buddie has annually directed the University Research Symposium, which has been limited to undergraduate students. In collaboration with the Graduate College, we will include graduate students in the Research Symposium this year. The date is Thursday, April 20, 2017. The website is: <http://research.kennesaw.edu/our/presenting-publishing/student-scholars.php>. Please let Amy know if you have a comments or issues about the current website so that she can make it more welcoming for graduate students. Also, let's promote this opportunity to our graduate students.
- 4. Election of Representative to the GPCC Executive Committee** - The GPCC has an executive committee that creates and approves the agenda for each GPCC meeting and also serves as a voice for graduate faculty when it is called for. The Graduate Council has a representative on this committee. Nominations were called for and a vote was taken to elect Sherrill Hayes as the Graduate Council representative to the GPCC for the 2016-2017 academic year.

5. **Update on Radius Training** - The Office of Graduate Admissions is implementing a new software for applications and tracking prospective students. Training on the new software has been offered over the last three weeks with hopes to conclude by Sept 23. A Doodle poll has been used to secure your time slot. If you have not had your training, please contact David Baugher and/or Nikki Palamiotis to schedule it. We are already using the new system for applications for Spring 2017 and future terms.
6. **Academic Checklist Requirements** - The Graduate College is continuing to ask for your help in reigning in the stream of requests to the Graduate Admissions office for waiving of admission requirements for your applicants. We have more than 60 programs. If each of you requests just one admission item to be waived for just one student per week, that is 60 requests in a week to the staff of the Graduate Admissions office. This is not a productive use of the staff's time and resources. It is also not fair to candidates that actually follow the posted requirements and send everything in on time. We are asking that you take a hard look at your admission requirements and decide if all items are needed and used in the admission process. For example, if you ask for three recommendations but seem to be waiving the third recommendation or it would not really make a difference, then you might consider dropping that item. The Graduate College would be happy to help you evaluate your admission criteria. Please remember, any changes to your admission criteria will need to be routed through the curriculum and policy approval process.
7. **Review Academic Policies** - There are a few academic policies in the Graduate College that need to be updated or revised for consistency with other policies. We are asking that each of you review the policies listed in the Graduate College and send any feedback for changes or updates to Jeff Chastine. The Graduate College will collate this feedback and put out a draft of proposed changes for us to discuss at the next meeting. Our hope is to get them cleaned up and routed through the approval process to ensure they are in the next Graduate College. Please send your feedback to Jeff Chastine no later than Sept 23, 2016. The policies can be found in two sections:
  - a. Admissions Policies:  
<http://catalog.kennesaw.edu/content.php?catoid=30&navoid=2452>
  - b. Academic Policies:  
<http://catalog.kennesaw.edu/content.php?catoid=30&navoid=2463>

**NEXT MEETING: October 5, 2016 at 2:00pm, Marietta Campus J-161 (Atrium Building).**