

Graduate Council
February 6, 2019
KC 401
Minutes

Present: Dan Audia, Bill Bailey, Nancy Ballard, Tridib Bandyopadhyay, David Baugher, Jane Brannan, Jeff Chastine, Joe DeMaio, Mike Dishman, Tom Doleys, Mark Forehand, Juanne Greene, Tony Grooms, Sherrill Hayes, Rebecca Hill, Martin Hudson, Nashieli Marcano, Mohammed Mayeed, Irene McClatchey, Cherilyn McLester, Dennis Morrow, Nikki Palamiotis, Lisa Park, Susan Raines, Melinda Ross, Brian Rutherford, Deborah Smith, Linda Stewart, Chris Totten, Sheb True, Michael Van Dyke, Ann Vancza, Shiphrah Williams-Evans

Meeting called to order at 2:00pm.

1. Summer Enrollment Push
 - a. Check in with program directors of their knowledge of the expectation of 20% increase in enrollment this coming Summer compared to last Summer.
 - b. Reports that some departments have scheduled additional courses.
 - c. Suggestion that “non-degree” status be established to allow people to take graduate courses without being admitted to a program. Could be a way to “sample” a program and then decide to apply for full admission.

2. Accelerated Bachelors Masters (ABM) Follow Up Discussion
 - a. The curriculum pause is being lifted so it is time to put plans for new ABM programs in place. Programs will need to propose the curriculum from freshman through completion of masters and run through the curricular approval process.
 - b. Questions and comments from floor:
 - i. Chris Totten – working students cannot take full time loads like the “Double Dawgs” program.
 - ii. Bill Bailey – created his programs of study with 5 years in mind but students can slow down after they are in the masters portion of the program.
 - iii. Nikki Palamiotis – Course Program of Study, CPoS, (system to track courses in relation to degree progression and financial aid) will need to see that the courses are in the student’s program of study in order to be covered by financial aid. Therefore, there will need to be a program of study specifically for ABM students.
 - iv. Rebecca Hill – with only 9 hours you can’t get to 4+1
 - v. Joe DeMaio – could do 3.5+1.5
 - vi. Bill Bailey – can use to attract top High School students to stay from undergrad through to graduate

- vii. Chris Totten – will need support staff for marketing
 - viii. Chris Totten – where is the line between the old ABM and the new program
 - ix. Rebecca Hill – Double Dawg program of BS in PolSci to MPA shows that they take more than 9 graduate courses while still an undergrad but only double count 9 hours.
 - x. Susan Raines – interdisciplinary programs have no program of study
 - xi. David Baugher – do not focus on labels like 4+1 or 3+2, instead, focus on creating a curriculum that shows the required courses for a combined bachelors masters program. Undergrad programs are laid out in the catalog with the required courses not the time expected that you complete. This would be the same, lay out the required courses. If they student wants to move through at full time they can, if they need to go slower, they can.
3. Review of Summary of Graduate Assistantship Evaluations from Fall Semester 2018
- a. David Baugher reviewed a document showing the “highlights” of the summary of graduate assistantship evaluations from Fall semester 2018 (see attached).
 - b. Comments included:
 - i. Susan Raines – May need to clarify what we mean when we ask if the faculty member and the student “met” to discuss their contract. Some may interpret that as only a face-to-face meeting.
 - ii. Susan Raines – Shared that their program has an orientation meeting with their GRAs which includes a cultural component. They have found it to be helpful for students to better understand the expectations of their position.
 - iii. Rebecca Hill – Shared that they have run a GRAD 101 “workshop” that discusses expectations and resources for graduate students.

Meeting adjourned at 3:00pm

Summary of Graduate Assistantship Evaluations from Fall 2018_

Faculty Evaluations of Graduate Assistant Students (n=274)

There is just one student still without a faculty evaluation. We sent emails to all faculty listed as the supervisor on the contract on Dec 3, 2018 with a deadline of Dec 17, 2018. We sent a reminder email on Dec 12, 2018. On Jan 10, 2019 we sent a reminder to the 50+ that had still not completed the evaluation for their graduate assistant with a new deadline of Jan 18, 2019. On Jan 18, 2019, Dean Dishman sent to the appropriate college deans a list of faculty in their college that had still not completed the evaluation of their student. There were 34. As of today, all but one has been completed.

Highlights of the faculty evaluations are below.

- Did you read through and explain the contract to the student before the two of you signed?
 - 18 of 274 faculty indicated they did NOT read through and explain the contract to the student before the two of them signed.
- On average, how many hours a week did you require your graduate student to work on the duties outlined in the contract?
 - 42 of 274 indicated they required their GA to work either 21-30 hours a week or 31-40 hours a week.
 - Contracts are for no more than 20 hours a week.
- Based on their performance this semester, would you hire this student again?
 - 14 of 274 faculty rated their student as “NO”.
 - None of these 14 are serving as a GA this semester (Spring 2019)
- Please rate your overall satisfaction of the performance of your graduate assistant for this semester.
 - 10 of 274 had an overall satisfaction rating as “Need Improvement” or “Not Acceptable”.
 - These 10 students are all part of the 14 in item #3 and are not currently serving as a GA.
 - The Graduate College received no notice that there were any issues with these students prior to receiving their evaluation.

Student Evaluations of Their Graduate Assistantship Position (n=241)

27 students have not submitted an evaluation of their position. Students were sent an email on Dec 3, 2018 with a deadline of Dec 17, 2018. Students were sent a reminder email on Dec 12, 2018. The remaining students were sent a reminder on Jan 19, 2019 requesting the evaluation be completed by Jan 25, 2019.

Highlights of the student evaluations are below.

- Did your faculty supervisor read through and explain the contract with you before you signed it?
 - 31 of 241 indicated their faculty supervisor did not read through and explain the contract to them prior to signing.
- Did you have an initial meeting with the faculty member assigned to you for your Graduate Assistantship where the faculty member described the expectations?
 - 11 of 241 indicated they either did not (6) have an initial meeting with their faculty supervisor or “don’t remember” (5).
- Beyond your initial meeting, how often did you meet with the faculty member assigned to you?
 - 15 of 241 indicated they “Never” met with their faculty supervisor during the semester.
 - 74 of 241 indicated they met with their faculty supervisor 1-5 times in the semester.
- How many hours did you work per week, on average, in your Graduate Assistantship position?
 - 7 of 241 indicated they worked “Over 40 hours”;
 - 18 of 241 indicated they worked “31-40 hours”;
 - 35 of 241 indicated they worked “21-30” hours.
 - That is a total of 60 of 241 working more than the 20 hours contracted.
- Rate your overall experience as a Graduate Assistant:
 - 13 of 241 rated their experience as “Dissatisfied” (1), “Somewhat Dissatisfied” (2), or “Neutral” (10).