

Graduate Council Minutes

July 27, 2011

Call to Order: The meeting was called to order at 3:05 p.m. by Dr. Donzell Lee. Other members in attendance were Dr. Vivek Bhargara, Dr. Diane Blanchard, Dr. Malinda Butler, Dr. Robert Z. Carr, Jr., Dr. Linda Godley, Dr. Gary Lewis, Dr. Alpha Morris, Julia Odom, and Lula Russell.

Graduate Faculty— Dr. Lee reminded the Council that all graduate faculty must be approved by the Graduate Council. The Graduate Course Schedule for Fall 2011 was provided to Graduate Council members.* Ms. Odom noted that there were faculty members assigned to graduate courses who had possibly not received appropriate approval to teach graduate courses.

Writing Proficiency Requirement – At the Graduate Council meeting held on April 18, 2011, chairs discussed centralizing a generic course to satisfy the writing proficiency requirement. Dr. Donzell Lee reminded the Council that the former Graduate Writing Proficiency did not work. Each department was requested to proceed with their own writing proficiency system and provide documentation to School of Graduate Studies.

Thesis - The Graduate Council is recommending that a standard checklist be published for students who have to submit theses. Dr. Linda Godley recommended that a reader and statistician be made available to assist students with formatting and APA style matters. Dr. Lee agreed to assist in identifying such an individual.

Graduate Admission Formula – Lula Russell informed the Council that some departments were not including the Analytical Writing in their admission decisions. She reminded the Council members to consider the Analytical Writing score of the GRE and GMAT when making admissions decisions. If students received less than the required scores of 3.0 or 3.5, the students' status should be conditionally admitted.

Graduate Exit Survey – Dr. Blanchard is requesting to add information on the Graduate Exit Survey to evaluate the nursing staff. When the survey is revised, it will be sent to the Council for review.

Graduate Studies Enrollment – Ms. Julia Odom shared Graduate Studies Enrollment for fall semester.* The report showed the number of graduate students admitted and pending.

Meeting adjourned at 4:15 p.m.

*Attachments are available in the Graduate Studies office.