

Minutes of the Graduate Council

Date of Meeting: February 19, 2025

The February 19, 2025, meeting of the Graduate Council was called to order at 1:03 p.m. via Zoom by Dr. Mindy Menn, Vice Chair of the Graduate Council.

Members in Attendance: Amanda Arnold, Dayna Averitt, Ale Babino, Lee Brown, Rachelle Campbell, Paula Clutter, Derek Crews, Helen Everts, Nerissa Gillum, Faheemah Hannah, AnaLouise Keating, Bethany Lazarus, Hyuk-Jin Lee, Mikyoung Lee, Zhen Li, Alicia Lohmann, Jennifer Martin, Hope McCarroll, Mindy Menn, Della Molloy-Daugherty, Catalina Pislariu, Kemi Johnson Pratt, Jennifer Quong, Rita Dello Stritto, Sharon Wang-Price, Ann Wheeler, and Alisa Woods. **Substitutes:** Kenneth "Woody" Evans for Suzanne Sellers.

MINUTES APPROVED

- The January 15, 2025, meeting minutes were voted on and approved.

ANNOUNCEMENTS AND REPORT BY DR. CAROLYN KAPINUS, DEAN OF THE GRADUATE SCHOOL

Happy chilly February! Hope you are staying warm.

Enrollment

Our spring final numbers ended on a high note. You may already be aware of the Chancellor's report of the February Board highlights. While on the third day of spring enrollment, reports indicated we were down per my report last month, but more students were able to register. On Census day (12th day of the term and time we take an official snap shot for the state records), graduate enrollment was up 1.8% (94 students).

Summer

Thus far, completed applications are up 17% (149 students), and acceptances are up 56% (119) compared to this time last year.

Fall

Thus far, completed applications are up 14% (215 applications), and acceptances are up 45% (106 students).

Thank you for all your hard work recruiting students and helping them to enroll. Speaking of enrollment, we had a very lively Zoom session with Dr. Heather Cato who shared the strategies she used to grow enrollment in the Literacy Education Master's program by 180%. If you missed it and you would like to see the recording (or if you just want to watch it again), please reach out to Danita to request the recording. She shared some very actionable strategies.

Also, thank you to everyone for your work getting us to R2 Status!

ANNOUNCEMENTS AND REPORT BY DR. RUTH JOHNSON, ASSOCIATE DEAN OF THE GRADUATE SCHOOL

- Not present; No report.

GUEST SPEAKERS

- Dr. Angela Bauer - Executive Vice President for Academic Affairs & Provost
- Leslie Pearson - Interim Director, Graduate Admissions and Director of Communications, Enrollment Management

SUMMARY REPORTS FROM STANDING COMMITTEES

- Executive Committee – Chair Dr. Randa Keeley & Vice Chair Dr. Mindy Menn
 - Randa Keeley: Not present; No report.
 - Mindy Menn: No Report.
- Research Committee – Dr. Catalina Pislariu
 - The Graduate Council Award for Exceptional, Original Scholarship announcement went out with a deadline date of Friday, March 7th.
 - The committee will work on reviewing submissions for both the Graduate Council Award and the Chancellor's Student Research Scholar Award.
 - With the help of Dr. Rachelle Campbell, the submission process has changed to an online format.
 - The Chancellor's Student Research Scholar Award deadline is February 27, 2025.
- Academic Standards Committee – Dr. Lee Brown
 - The committee is currently working on a policy for revalidation coursework. Example: If a student completed a lot of graduate coursework and did not finish, but wants to come back 10 years later, how do we handle that? What rules do we use? If you have any input or advice, please contact me so that I can share it with the team.
- Academic Programs Committee – Dr. Ann Wheeler
 - No Report.

- Membership Committee – Dr. Dayna Averitt
 - The committee reviewed five applications and one of them was a rework due to an incorrect RCR. If all chairs, PRCs, and ACAs can talk to your faculty about the correct RCR course to take, this would speed up and correct a common issue.
 - CV course numbers occasionally are left off the faculty's CVs under teachings. Please add the course number so that we know what course you are teaching and so that the reviewers know if it is at a graduate or undergraduate level.
 - Graduate Faculty status policy--The committee will be reviewing the policy and making suggestions that will be turned over to the Academic Standards Committee.
 - Danita and I have been meeting with IT, and they are working on improving the faculty status application in SharePoint. We recently saw a preview of it, which was good.

NEW BUSINESS

1. Membership Committee –

- Recommendations for Graduate Faculty Status applications (names listed on page 2 of today's agenda) – Voted on and approved.

2. Academic Standards Committee – Dr. Lee Brown

- Graduate Program Review Policy – Discussion only, no vote.

OLD BUSINESS

1. Academic Standards Committee – Dr. Lee Brown

- Graduate Council Policy-approval to amend. Voted on and approved.

ADJOURNMENT: 1:50 p.m.

*The next Graduate Council meeting will be **Wednesday, March 19, 2025.**