

**COLLEGE AND GRADUATE SCHOOL OF EDUCATION, HEALTH, AND HUMAN SERVICES**

Office of the Associate Dean for Administrative Affairs and Graduate Education

**GRADUATE PROGRAM COORDINATORS MEETING**

**March 22, 2013**

MEMBERS ATTENDING:

|  |  |  |  |
| --- | --- | --- | --- |
| **FLA** | **HS** | **LDES** | **TLC** |
| Kretovics, Mark | Gordon, Karen | McGlothlin, Jason | Kroeger, Janice |
| McClelland, Averil |  | Richardson, Rhonda | Mitchell, Stephen |
| Niesz, Tricia |  | Sansosti, Frank | Morgan, Denise |
|  |  | Tiene, Drew |  |
|  |  | Wisdom, Sonya |  |

Cathy Hackney, Admin Affairs; Nancy Miller, OGSS; Luci Wymer, Recorder

MEMBERS ABSENT:

|  |  |  |  |
| --- | --- | --- | --- |
| **FLA** | **HS** | **LDES** | **TLC** |
| Lyberger, Mark | Burzminski, Nancy | Barton, Lyle | Brooks, Bette |
| Scheule, Barb | Ding, Kele | Cox, Jane | Henderson, Jim |
|  | Glickman, Ellen | Rumrill, Phil | Hutchison, Janice |
|  | Peer, Kim |  | O’Connor, Pat |
|  | Rowan, Lynne |  |  |

GUESTS: None

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **ACTION TAKEN** |
| Recommendations from the Doctoral Program Review Committee – Mark Kretovics | M. Kretovics reviewed the goals for criteria as recommended by the Doctoral Review Committee. He explained that these have been presented to the Dean as items being aspire to. The Dean mentioned having a report from the doctoral programs at the end of the year to assure that everyone is moving toward the goals. Program directors should provide rationale in writing if they would like to admit the student who falls below expected minimum requirements. He went through each item and gave a brief explanation of the committees thinking regarding the suggested goal.  Suggestions for additions:   * Credibility in the area of study (Janice Kroeger). She will craft a statement and send to M. Kretovics for addition to the recommendations.   There was discussion regarding the GRE being an issue for some students who are not good test takers. Low GRE scores are being seen. There was also discussion regarding the GRE and TOEFL scores for international students and the current minimums. It was shared that some international students do well on the TOEFL scores, but do poorly on the GRE. C. Hackney explained that the students should be looked at holistically to assure that they will be successful in the programs. Students cannot be admitted conditionally to a doctoral program. There was much discussion of various program’s experiences with the international students and the difficulties in assisting some of these international students during the dissertation phase. Coordinators requested a report showing admitting GRE & TOEFL scores and the student’s current success. S. Hackney shared that B. DeHoff has already been asked to create such a report by this coming fall. This will be available for the programs use.  M. Kretovics also shared there are several college wide courses that have been suggested to assist the doctoral students in their success: doctoral candidacy support when a student could sit with a faculty member not on the committee to assist them with their writing. These will not be required courses, but are suggested as a means of helping the student work through the process.  Also suggested was 2 year limit after comps to defend the proposal. If a student has not defended the proposal they will need to submit a special request to remain in the program.  FLA will be offering an academic writing course next spring as a special topics course that will be a 3 credit hour course.  C. Hackney also explained that there is thought regarding making the doctoral forum a more formal setting in scope and sequence to connect with the college wide courses.  Some felt the wording of some of the dispositions enabled students to take a complaint of non-admission to a higher level. M. Kretovics stated that the committee definitely did not want to be prescriptive and that some of the dispositions were ones that were expected of the student by the time they graduate.  C. Hackney reminded the group that the university graduate policies are being reviewed by GSACC at this time. She explained that some of the programs may need to look at revising their criteria as these policies are revised and accepted as policy. The minimum GPA of 3.0 was passed last week and any applicant below this would have to be admitted conditionally. C. Hackney shared that this will go into effect on July 1st and programs will need to comply after that date. Coordinators need to ensure their websites are changed to reflect this new standard. S. Mitchell suggested programs set specific conditions the student needs to meet when admitting conditionally.  **Averil McClelland moved that the recommendations following the doctoral review be accepted. Janice Kroeger seconded with her suggested addition. Motion passed unanimously.** |  |
| J. Kroeger | J. Kroeger discussed the possibility of doing a bridge program for ECDE. There are several programs, including school psych, which currently have bridge programs in place. F. Sansosti shared how the SPSY bridge program functions. It was explained that this is a long process in plotting out the program and getting all of the courses in place. There was discussion on how this would work. C. Hackney suggested that J. Kroeger meet with her after spring break to discuss this further. |  |
| Transfer of Credit Policy Discussion | C. Hackney shared that this has been sent out a couple of times and she has only received suggests from two people to take back to GSAAC. There was discussion that they are benchmarking against the wrong level of organization. It was suggested that most programs are comfortable with transferring a certain number of credits and not percentages. C. Hackney asked that anyone with other suggestions email them to her and she will take them to GSAAC. The Graduate Studies Dean would prefer to leave most of the decisions at the program level.  There was a suggestion that the time limit on transfer credits be done at the time of admission (at time of enrollment) instead of graduation. This suggestion will be taken to GSAAC. It was also suggested that once a course is accepted the student would not lose credit for it because of a time limit. |  |
| Faculty to serve on the review committee for the Fellowship Awards | Janice Kroeger volunteered to serve. Anyone else willing to volunteer should email C. Hackney. |  |
| INFORMATION ITEMS: |  |  |
| Congratulations to Karen Gordon and her nominee for the Graduate Dean’s Award Christopher Cooper |  |  |
| Time to proof catalog copy. Make sure any changes are reflected in advising forms, web pages, print literature |  |  |
| Banner will generate an email reminder to all the references of EHHS applicants who have provided references’ email addresses. |  |  |

The meeting was adjourned at 11:40 am

Next meeting:

Respectfully submitted

Luci Wymer, Recorder