

Graduate Affairs Committee Minutes
August 12, 2013

Members Present: Robert A. Vaughan, Jr. (Chair), Deborah Deckner, Elliot Krop, Craig Hill, Victoria Foster, Ali Dadpay, Ruth Caillouet for Mari Roberts, R. B. Rosenburg, Susan Ashford, Richard Pearce-Moses, Susan Copeland, Tom McIlwain, Dennis Attick, and Patricia Smith.

Members Not Present: Celeste Walley-Jean, and Linda Nash

Meeting called to order at 2:00 p.m.

Motion to approve the agenda was made by Pearce-Moses, seconded by Krop, and approved by the Committee.

The minutes from July 8, 2013 Graduate Affairs Committee meeting were reviewed. A motion to approve the minutes was made by Dadpay, seconded by Krop, and approved by the Committee.

The Committee reviewed the Graduate Faculty applications listed below:

- Khamis Bilbeisi (Ph.D.), College of Business (Full) – recommendation to approve was made by McIlwain, seconded by Foster, and approved by the Committee.
- MariBeth Stegall (Ph.D.), College of Health (Associate) – recommendation to approve was made by Foster, seconded by Pearce-Moses, and approved by the Committee.
- Qui Fang (Ph.D.), College of Health (Affiliate) – recommendation to approve was made by McIlwain, seconded by Deckner, and approved by the Committee.

Dr. Deckner began the discussion on graduate faculty workload. Graduate faculty members have not been receiving credit for the workload on thesis and other graduate student committee membership related activities. There is currently no policy regarding graduate faculty workload and now would be a good time to develop a solution as each of our current graduate programs will continue to grow and there are several new programs being discussed. The solution needs to be developed and passed onto Faculty Senate for review. Dr. Rosenburg reminded committee members that faculty members teaching at the graduate level have to have a terminal degree in the field and not just 18 hours in the discipline. The committee members indicated that a subcommittee should be developed in the future to develop a matrix to show how much load a faculty member is actually teaching. Each committee member was asked to identify one field specific USG and a non-USG institution and bring that institutions work load policy to the September meeting.

Dr. Vaughan indicated he would be contacting each Graduate Program Director regarding his/her ideas for growth and future expectations for admission and enrollment for his/her degree program.

A list of the upcoming recruitment fairs was reviewed. Dr. Vaughan asked each member to find a fair to attend and let the Graduate School know in the next two weeks.

Meeting adjourned at 3:00 p.m.
Submitted by Elizabeth Taylor