PRESIDENT’S TASKFORCE FOR GRADUATE EDUCATION MINUTES
Chair: Dr. Stephen Vives
March 25, 2011
Veazey Hall, Conference Room 2001C

Present: Dr. Stephen Vives, COST; Dr. Charles Patterson, COGS/ORSSP; Dr. Deborah Thomas, COE; Dr. Donna Hodnicki, CHHS; Dr. John King, COBA; Dr. Kathy Albertson, Provost Office; Dr. Stephen Zerwas, Academic Affairs; Dr. Kari Fitzmorris-Brisolara, JPHCOPH; Dr. Lixin Li, CIT; Mrs. Sarah Smith, Graduate Admissions; Dr. Curtis Ricker, CLASS; Dr. Nancy Shumaker, Center for International Studies Mr. Jonathan Harwell, Library/Graduate Student; Mr. Chris Kowalczyk, Graduate Student; Mrs. Audie Graham, COGS

I. Program Rating Sheet
Dr. Stephen Vives distributed the rating sheet and open the floor for discussion.

Dr. Stephen Zerwas suggested looking at the other sources of demand that are not being looked at when assessing the programs; such as, the international or distance education.

Dr. Charles Patterson said the Taskforce needs assistance from the departments to determine capacity and what the potential for growth would be for their programs. Consideration should be given to how many Graduate Faculty the departments have committed to graduate instruction, how many graduate assistantship positions, both allocated and unallocated can be provided, and what the barriers are for growth.

There was a discussion of how the number of Graduate Faculty may not be useful to determine the growth of programs because not all Graduate Faculty teach graduate courses due to high numbers of undergraduate student loads.

Suggestions were made to revise the program rating sheet to include: current enrollment, target increase with current resources (realistic target based on numbers), potential for growth, and the barriers for growth.

Dr. Patterson stated the final report from the Taskforce should identify programs that have potential for growth. The Taskforce will use the information provided by the departments and the Dean’s Reports to create the final report. He stated to review the reports from colleges using a global perpective.

There was a brief discussion of how the applicant pools defer between programs. Some are turning students away because they do not have enough resources and others just do not have an applicant pool and they need to use marketing to get the word out about their programs.

It was decided that the Taskforce will read the Dean’s Reports, provided by Dr. Patterson, and will send Dr. Patterson questions. Dr. Patterson will compile the questions and he and Dr. Vives will create a matrix. The Taskforce will review the matrix and with the assistance of Mr. Jeb Barger, a Google questionnaire will be sent to Program Directors for feedback where data is lacking. Additional information will come from Strategic Research and Analysis. All of the information gathered will be used to compile a final report.

II. Services of the College of Graduate Studies/Layers of Support Needed from Stakeholders
The Taskforce suggested COGS provide support in the following areas:

○ Have a primary point of contact to help assist Program Directors with enrollment management.
○ Have someone to promote GSU and graduate programs. Dr. Patterson stated another solution may be to have someone decentralized in each college; coordinators may be needed in some colleges to
market their individual programs.

- A contact person that colleges can go to for assistance in recruitment and marketing. Dr. Patterson stated he is working with Dr. Toby Ziglar and Mr. Christine Flathman to enhance this model with current resources, but that advertising dollars are not available through COGS or through Marketing and Communications. Dr. Patterson said he hopes to get to the point where colleges come to him to request funding for marketing. He hopes to put together a collaborative marketing plan where COGS can help pay for travel for faculty when they are traveling to recruitment events.
- International Recruiter – Dr. Patterson plans to put this into his proposal. Dr. Nancy Shumaker stated virtual recruitment will be needed but it is important to have a personal relationship when recruiting international students. Face-to-face contact is necessary to build communications.
- Housing for graduate students, international scholars, and married housing.
- Have someone colleges can contact to regarding matriculation issues of their current students.
- Online application for international students needs to be addressed, because the current application is not user friendly.
- Live chat option for inquiries.
- COGS should be involved in program review and time-to-degree.

Dr. Patterson explained the current staffing in COGS is inadequate to provide the kinds of services described above, though there is plan for growth as COGS and Graduate Admissions push towards merging in the fall.

Dr. Vives stated a member of the Graduate Committee wanted the Taskforce to be aware that there are different definitions for half-time enrollment in different graduate programs. Dr. Patterson stated full-time enrollment is being addressed with Financial Aid. The catalog states full-time enrollment is 3 hours, during the summer, but Financial Aid says it is 4 hours. The proper definition of dissertation hours also needs to be better defined.

III. Adjournment

The meeting was adjourned on March 25, 2011 at 9:45 AM.