PRESIDENT’S TASKFORCE FOR GRADUATE EDUCATION MINUTES
Chair: Dr. Stephen Vives
April 8, 2011
Veazey Hall, Conference Room 2001C

Present: Dr. Stephen Vives, COST; Dr. Charles Patterson, COGS/ORSSP; Dr. Donna Hodnicki, CHHS; Dr. John King, COBA; Dr. Stephen Zerwas, Academic Affairs; Dr. Kari Brisolara, JPHCOPH; Dr. Lixin Li, CIT; Dr. Nancy Shumaker, Center for International Studies; Mr. Jonathan Harwell, Library/Graduate Student; Ms. Candace Griffith, Provost Office; Mr. Chris Kowalczyk, Graduate Student; Mrs. Audie Graham, COGS

I. Discussion of Dean’s Reports
Dr. Stephen Vives asked for feedback from the Dean’s reports.

II. Rubric Discussion
Dr. Charles Patterson distributed a draft rubric that was created by Dr. Vives and himself that would be used to evaluate programs. A template was also provided to show the need of enrollment trends.

There was a discussion of incorporating estimated costs into the program evaluations and how they will vary between colleges, which include: technology, facilities, faculty, and library resources.

Dr. Lixin Li suggested adding assessment of online programs to the rubric.

There was a discussion of the need for a centralized online/technical support resource for students. It was decided that this would be added to the rubric.

Dr. Patterson recommended the development of a survey to stakeholders, including graduate students. The Taskforce agreed.

The Taskforce discussed the rating system for the rubric. Dr. Li suggested the Program Directors weigh the categories. A suggested was made to have definitions of each rating and category to provide better instruction.

Subcategories were discussed in the following areas: IT Infrastructure, Facilities, and Policies and Procedures.

Dr. Stephen Zerwas suggested the Taskforce look at the cost/benefit when evaluating programs, to allow strategic growth. Dr. Patterson agreed and stated the final report would incorporate the cost/benefit, but in order to do this the Taskforce would need the rubric assessments for each program. Mr. Jonathan Harwell stated the rubric should include the cost of sustaining programs at the current time. Ms. Candace Griffith suggested including the strategic worth of the program itself.

There was a discussion of how graduate faculty loads vary for each faculty member. Suggestions were made to divide this category up to show the faculty/student ratio and the percentage of undergraduate/graduate courses being taught. Dr. Zerwas said he would pull data of the current teaching load for graduate faculty to help qualify the undergraduate/graduate teaching load.

The Taskforce agreed the graduate assistantships category should be divided up to show the program’s reliance on assistantships.
III. **Adjournment**

Dr. Vives stated a revised rubric would be sent out to the Taskforce prior to the next meeting for them to provide further feedback. Dr. Patterson said questions for Program Directors will also be distributed for feedback.

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