PRESENT’S TASKFORCE FOR GRADUATE EDUCATION MINUTES  
Chair: Dr. Stephen Vives  
June 14, 2011  
Veazey Hall, Conference Room 2001C

Present:  Dr. Stephen Vives, COST; Dr. Deborah Thomas, COE; Dr. Donna Hodnicki, CHHS; Mrs. Sarah Smith, Admissions Office; Dr. Kari Brisolara, JPHCOPH; Dr. Lixin Li, CIT; Dr. Nancy Shumaker, Center for International Studies; Mr. Jonathan Harwell, Library/Graduate Student; Mr. Chris Kowalczyk, Graduate Student; Mrs. Audie Graham, COGS

Absent: Dr. Charles Patterson, COGS/ORSSP; Dr. John King, COBA; Dr. Kathy Albertson, Provost Office; Dr. Stephen Zerwas, Academic Affairs; Dr. Curtis Ricker, CLASS

I. Survey Discussion
Dr. Stephen Vives stated the survey data is complete and distributed handouts of the results. He opened the floor for discussion of the surveys and ideas for a final report.

Dr. Vives stated he created a summary from the raw data of the student’s surveys to provide an overview for the Taskforce to review. He said he would follow up with Dr. Charles Patterson to find out the status of the student focus groups.

There was a discussion of the student’s survey results. Dr. Donna Hodnicki volunteered to review the raw data and categorize the problem sections for the Taskforce to review. Dr. Hodnicki suggested that someone review her findings before the Taskforce reviews the final summary. Dr. Deborah Thomas agreed to review Dr. Hodnicki’s summary.

Dr. Kari Brisolara stated one of the recommendations from the Taskforce should be to have a Financial Aid Officer assigned exclusively to graduate students. The Taskforce needs to find out the actual structure in Financial Aid before including this recommendation in their final report.

The Taskforce discussed the Graduate Program Directors’ survey. Dr. Hodnicki said the Taskforce may need to get a clear understanding of what the expectations are of Program Directors within the different Colleges. Dr. Vives said this may be another recommendation by the Taskforce. Dr. Lixin Li stated she would review the raw data from the Program Directors’ survey and compile a summary for the Taskforce to review.

There was a brief discussion of the Department Chairs’ survey. Dr. Vives said he would summarize the Department Chairs survey and compare the findings to the Program Directors’ summary.

Dr. Vives will send an email to the members who were absent to request a volunteer to review the raw data from the Graduate Faculty survey and produce a summary.

Members creating summaries were asked to include some comments from surveys. The Taskforce may include comments in the final report.

The Taskforce discussed faculty’s comments on surveys. Some of the items discussed were pay scales for new faculty vs. current faculty, class sizes, and teaching loads. A statement was made that these items may affect the quality of teaching produced by faculty, which would affect the student’s satisfaction level with the program. The Taskforce may include concerns from faculty as a recommendation in the final report.

II. Adjournment
The Taskforce agreed to meet in July. To assist Audie Graham in scheduling the meeting, the members were asked to send her their availability in July. Mrs. Graham asked members to let her know if they will no longer be serving on the Taskforce in FY12, and who their replacement will be. Dr. Vives will notify members who were not in attendance of this request.

Dr. Vives will share the SharePoint site with everyone for them to review the raw data from the surveys. He will also follow up with Jeb Barger to discuss how the results were pulled from the surveys.

The meeting was adjourned on June 14, 2011 at 11:25 AM.