

Minutes of University Graduate Council
April 30, 2012

Present: Tim McDermott (AG) stand in for CHAIR Warren Jones, Charles Erickson (BUS), Mary Leonard stand in for William Ruff (EHHD), Chris Livingston (ARCH), Carl Fox (Graduate School), Jane Scharff (NURS), Chris Allen (COE STUDENT), Yves Idzerda (Science).

Also attending were Graduate School staff Kaylee Ranck and Donna Negaard.

Meeting commenced at 11:17 p.m. in 114 Sherrick.

Approval of Minutes

- Minutes for March 26, 2012 – moved, seconded and unanimously approved

UGC Committee Reports

None

Application Deadlines/ Carl Fox and Kaylee Ranck

- Recruiting Council supports a preferential deadline and encourages applications be submitted earlier in light of timing for recruitment events and scholarship/award deadlines

Discussion:

- Possibility of creating a URL link where all information for the award applications could be posted
- Current application deadlines range from Feb. 1 to April 1; Graduate School's deadline is July and would like to see the preferential date set at January 30
- K. Ranck will contact departments to request their recommendation of a target date for students to meet in order to be eligible for scholarships, awards, etc.
- Calendar of events asked of The Graduate School

Graduate School Info Nights/ Kaylee Ranck

- Invite Jr/Sr with 3.0 or higher GPA
- Explain what graduate school is; opportunities, funding, registration, application needs, etc.
- April 11 was this year's event with 43 participants; good recruiting tool for undergrad MSU students
- Do we want to do this at a college level in the future? Add information sessions for sophomores to help them understand what is needed while in school.

Discussion:

- Where does this information come from now? Undergrad advisors. Advising centers.
- Possible tracking of professional students such as teaching, nursing, etc. Can it be online?
- Are advising centers giving out information on graduate school requirements?
- Are all students receiving research experience?
- Bring information to REU programs that come during the summer? Take show on the road – MSLA, WY, ND, etc.

Banner Coding/ Kaylee Ranck

- The Graduate School has not been tracking prospective students and is being asked by departments to provide information for recruiting purposes

Discussion:

- Prospect cards, which we currently use, are one option; possibly move to an online prospect option

- Different approaches for different venues? Email, print, online inquiry page, sign in sheets for faculty presentations, audience members could text in
- Need to develop prospect codes to enable tracking of who met which student where; what is the cost/benefit analysis of travel and events

Advancement to Candidacy for MS or PhD/ Carl Fox

- ECOL wants to be able to code candidacy for PhD students; we can track using codes in SOATEST

Discussion:

- What triggers this? This varies by department, i.e. qualifying exam, comprehensive exam(s) held w/in 2 years of start date
- Do we want to do this? Pros: benchmarking, tracking for retention and completion. Cons: Another unnecessary figurative hoop, administrative costs
- Graduate student handbook from each department would be helpful in outlining the requirements and expectations

One Credit Enrollment Option/Carl Fox

- Current policy is to require (3) credits in the term they plan to graduate and when they defend or take comprehensive exams
- Change to only require (1) credit enrollment if they have already passed their comprehensive exam and defense?

Discussion:

- Offer a range of 1-3 credits? What would the criteria be?
- Move (1) credit extension deadline?
- Would be promoted as a new policy at expense of just doing an appeal
- Frequency of this situation is rare and can be handled through the appeal process

Meeting adjourned at 12:50 p.m.

Donna Negaard, stand in for Amanda Brown, Secretary
The Graduate School