

Graduate Deans' Group
Thursday, August 20, 2009, 2:00 – 3:15 p.m.
Graduate School Conference Room

Attending:

Mary Albrecht, Joy DeSensi (Chair), Bob Daverman, Tom George, Jan Lee, Sally McMillan, Robert Moore, Masood Parang, Cynthia Rocha, Vincent Anfara, Catherine Cox, Carolyn Hodges, Mohanan MK, Stefanie Ohnesorg, Kay Reed, Rita Smith.

The Graduate Deans' Group meeting was called to order by Joy DeSensi, on Thursday, August 20, 2009, at 2:00 p.m. in the Graduate School Conference Room.

Catherine Cox, Graduate School, shared information regarding Banner and the changes that will occur in the Graduate Catalog. Prerequisites are only numbers. Required means totally restricted as the Banner program will lock out students who have not met the listed requirements.

Carolyn Hodges shared the following information:

- The Graduate School will receive \$800,000 per year from the ESPN money donated by the Athletic Department.
- This year the ESPN award will be used as top off money.
- Next year the money will not be totally used as top off. Stipends and waivers will be given to students for three or four years so that degree completion can be achieved. The Provost Office is discussing how to distribute this money.
- Another committee will resume the work on the recommendations of Task Force on Restructuring. Work to centralize assistantships is one task she wishes to accomplish.
- The Graduate School has expanded the position held by Beth Bradley, Speak Test Coordinator. She will be assisting students in finding resources to improve English skill for student who didn't pass the exam. Beth will be contacting the departments and graduate directors to find other ways to assist these students.

Vince Anfara, Graduate Council Chair, announced that there will be an Graduate Council Executive meeting prior to the next Graduate Council meeting. He would like input from the Graduate Deans' Group.

A hard copy of the 2009 – 2010 Department Graduate Handbooks are due to the Graduate School by September 15.

Joy DeSensi created an introduction to be included in the 2010 – 2011 Department Graduate Handbooks. The Graduate School Policies URL will be inserted.

The draft for the Graduate Handbooks template was presented. Instructions will be given to the departments and graduate directors. Information in the handbook will supplement the Graduate Catalog with information that is pertinent to the particular program. Office of

Financial Aid and Scholarship, Library, OIT and housing information will be added to the template. An electronic version of the draft and introduction will be sent to the Graduate Deans' Group via email.

Graduate Teaching Assistant/Associate Orientation took place on August 13. There were over 300 students in attendance.

Registration for the Fall Best Practices in Teaching program is underway. Please encourage your graduate directors to promote participation.

The Graduate School has hired Kris Bronstad as the Thesis/Dissertation Consultant. She has experience in teaching (College of Communication), archiving, editing, and publishing.

The next Graduate Deans' Group meeting will be October 1 at 2:00 p.m. in the Graduate School Conference Room (111A Student Services Building).

With no further business, the meeting was adjourned at 3:30 p.m.

Respectfully Submitted,
Gay Henegar
Secretary to Graduate Deans' Group