GRADUATE FACULY MEETING

December 7, 2012

**APPROVAL OF MINUTES**

Walsh-Childers moved to approve the minutes of the 4-30-12 graduate faculty meeting. Lewis seconded and the motion passed unanimously.

**INFORMATION ITEMS**

Ranking—we are in the Top 10 of Ph.D. programs on campus. Gerhardt said our program came in 6th in the nation.

We now have four graduate school fellowship awards.

Molleda won our college’s doctoral mentoring award.

The TOEFL requirement was 83 but it’s been reset to 90. Some institutions require as much as 110.

We are tightening up on Independent study forms to prevent future problems.

Non-authorized prerequisites—some faculty members are requiring pre-requisites that are not listed in the catalog. If students need a prerequisite, it must be listed in the catalog.

Distance courses—close to approval of Social Media. It’s expected to launch in summer 13.

The following statement should be added to the Qualifying Exam policy: “Students should understand that the exam is not just about the readings. The reading list should just inform your answers, ~~not be a test on the list~~. the exam is not a test on just the reading list.”

SLOs—“what students will know and be able to complete as a result of our program.” Tim Brophy liked our draft and put it on the University’s website as an example.

Treise asked for approval of the rubrics which have been approved by the University and the Graduate Committee.

Solidifies what students are achieving and what they’ll learn in the future, designed to see what we do well and what we can do better. They are only for our Ph.D. students. Treise will develop a form which won’t need individual names of students.

Treise explained that evaluations take place at the following times:

Knowledge

1—advanced level classes

2—following defense

Skills

1—will be part of the end-of-the-year annual evaluation

Professional Behavior

1—Colloquium

2—end-of-the-year annual evaluation

Discussion followed--

Some committee members thought Skills level one is cumulative but Treise sees it as being evaluated each year.

Treise pointed out that this is not on the students’ shoulders; this is for faculty to advise better.

Molleda said that as advisors “we need to know how capable our students are—some are brilliant and should be encouraged and helped.” There is more competition for fewer jobs so these rubrics will help faculty guide students.

On page 5 under “professional behavior”—Leslie suggested that the word “international” be added.

Molleda **moved** to approve the rubrics with Leslie’s word change to international.

Walsh-Childers seconded and it passed.

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