

GRADUATE COUNCIL MINUTES March 20, 2014

The Graduate Council met at 8:00am in 129 Himes with the following members present: Armbrust, Byerly (ex officio), Chance, Day, Eades, Kelso, Matthews, Marks, McKillop, Nardo, Ortner, and Reeve (ex officio). Absent members were Dow, Euba, Meng, and Spivey.

Minutes of February 20, 2014 and March 6, 2014

The minutes from February 20, 2014 and March 6, 2014 were unanimously approved as submitted on motion by Dr. Kelso, second by Dr. Day.

Dean's Report

Graduate School and Undergraduate Recruiting/Admissions

The Graduate School and Undergraduate Recruiting/Admissions is working with Hobsons to develop a new Client Management System that will incorporate elements of "Apply Yourself", the Graduate School's current software for applications and admissions, and Hobson's Connect, Undergraduate Recruiting's software for managing how LSU recruits students. This will have the following impact on graduate programs: a) recruiting materials will now need to be developed that parallel what departments have developed for undergraduate recruiting; b) the Graduate School will ask that the new graduate application software allow students to express interest in one or more programs.

- The undergraduate recruiting software will enable collaboration with degree programs. The software is suitable for recruiting undergraduates. A reply is automatically sent to the student once the student sends a message indicating interest in LSU.
- The license has been purchased to expanded the recruiting and admissions processes.
- The system is an automated process so graduate and undergraduate advisors in the departments may monitor the process of a student inquiring and applying to LSU.
- The system will aid departments in recruiting higher quality students and increase the number of graduate students.

SACSCOC

SACSCOC exit interview was the best LSU could have hoped for – minor comments on QEP and only one section that needs an LSU response (governance and supervision of the Chancellor/President by the BOS).

Three-Minute Thesis

Our first run of the Three-Minute-Thesis competition had 20 students and first comments from judges and participants suggest it was a success. We will have a larger and better-planned competition in the Fall that will lead to an SECU competition in the Spring. We will post some of the video of the competition on the Graduate School web site.

Graduate School Website

Early next week we will have a new Graduate School web site, and will begin a much more concerted effort to have more and current news, awards and recognitions, etc.

Academic Affairs Report

The SACS review for accreditation was successful. The QEP on undergraduate research was well received. The committee recommended that the chancellor/president be reviewed by the Board of Supervisors during an annual review process. The council discussed if the faculty should have input on the review process. The Faculty Senate does not have authority over this; however, they are investigating the possibility of having input on the chancellor's evaluation. Administrators are already reviewed through the annual review process. Nardo motioned to discuss with Kevin Cope, Ortner seconded, and the motion was passed.

Chairs Report

An email ballot was sent to the Graduate Council for the following items:

- Counselor Education Concentrations: At the October 24th Graduate Council meeting, the Council approved changes to the M.Ed in Counseling. The school is requesting two concentrations: School Counseling and Clinical Mental Health Counseling.
- EXST curriculum changes: The department is requesting to drop two courses reducing the total number of hours for the non-thesis degree to 36.
- CSC degree name change: The current degree name is a Master of Science in Systems Science and the school is requesting the name to be changed to the Master of Science in Computer Science.
- PADM curriculum changes: The department is requesting to admit students during the fall semester only and to increase the total number of required hours to 45. The department also requests approval for specific courses to be required for the degree.
- OCS curriculum changes: M.S. and PhD programs: The department is requesting the minimum core requirement of 12 hours to be earned with a grade of "B" or higher. The department wishes to allow a student to repeat a course once if a grade of a "C" is earned. If a student fails to earn a "B" or higher in the 12 hours, the department will drop the student from the graduate degree program.

Twelve council members voted via email ballot approving all changes.

Routine Business

Online Degree Programs

Byerly reported that the online degree programs enrollment is flattening out. The growth is slowing down. During the fall semester there were 200 enrolled students. Currently there are 188 enrolled students. The MBA program is not growing as quickly as anticipated. College of Business Dean Richard White was recently hired to increase the online enrollment.

Old Business

Skype and Teleconference

Kelso discussed how committee members on student exams could participate from afar. The following was discussed and a subcommittee (Kelso, Matthews, Armbrust, Ortner) was formed to create clear guidelines for the Graduate Council to review and vote on at a future meeting.

- Functionality to participate from afar for committee members who are not members of the LSU community, especially those with expertise for the student's research material and cannot make it to campus.
- Departments should request permission from The Graduate School to Skype, Teleconference, Adobe Connect, etc.
- Departments should make The Graduate School aware of those participating from afar.
- Reason for person participating from afar should be given to The Graduate School. The reason should be an extraordinary reason or if the committee member is not a member of the LSU community and resides outside of the LSU area.
- Who will be allowed to Skype, etc.? Student, Committee Chair, Committee Members on campus, Committee Member off campus, dean's representative?
- What technology will be allowed? Maybe no specifics since technology is constantly changing.
- Define technology (must be video and not just audio) since teleconference is not preferred. Student must be seen per federal regulations.
- Must be done synchronously-a live action event.
- How will signature pages and exam cards be handled since original signatures are required? (Fed Ex, Postal Mail, UPS, etc.)
- Everyone being on campus for the exam is for the protection and fairness of the student.

Guidelines currently sent to departments from The Graduate School once a participant is allowed to use Skype for a graduate exam (master's final exam, doctoral general or final exam)

- This cannot become a routine practice for the departments -- The Graduate Council would need to approve for this to become common practice.
- The student and student's entire examination committee need to approve this -- we can't have an unhappy committee member voting NO on procedural grounds, or a student appealing a decision on such grounds.
- Chair and the student should have a practice run several days beforehand to be sure that the system works.
- The PPT, or other visuals, should be displayed locally, with the SKYPE or other remote view embedded on a second screen (the visuals should be printed materials for the person participating afar to review prior to the exam).
- The chair and the Graduate School Representative on the committee need to write The Graduate School Dean a brief account of how this technical part of the exam compares to a traditional one.

Executive Session

Standing Committee Reports

Promotion and Tenure Committee: No report.

Graduate Faculty: No report.

Awards Committee: No report.

New Business

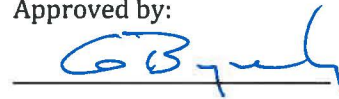
The meeting adjourned at 8:53a.m.

Recorded by:

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Chantelle Collier, Assistant to the Dean

Approved by:

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Gary Byerly, Dean Graduate School