
USF St. Petersburg Faculty Senate Committee:
Graduate Council: Meetings

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Graduate and Undergraduate Council

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Graduate Council Meeting : 2014 : 11 : 24

Graduate Council

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GRADUATE COUNCIL MEETING MINUTES - November 24, 2014 3:30p - 5p

In Attendance: Dr. Han Reichgelt (ex-officio, Academic Affairs), Donna Knudsen (ex-officio, Graduate Studies), Dr. Kim Stoddard (COE), Dr. Hemant Merchant (Chair), Dr. Lisa Starks-Estes (CAS), Patricia Pettijohn (Poynter Library), Marissa Wyant (ex-officio, USFSP graduate student)/

Lisa Starks motioned that the minutes from October 27, 2014 be approved. The motion was seconded by Patricia Pettijohn and approved unanimously.

Next meeting was scheduled for Monday, December 15 from 10:30 a.m. until noon in the Academic Affairs conference room. Following the December meeting, all meetings will be systematic – occurring on the third Monday of every month at 3:30 p.m. unless the scheduled meeting date falls on a holiday, in which case the meeting will be moved to the following Monday at 3:30 p.m. For example, the January 2015 meeting will be moved to the 26th due to MLK Day falling on the 19th.

Dr. Merchant will send a list of 2015 meeting dates to the group.

Donna Knudsen, Director of Graduate Studies, presented an overview of graduate programs, graduate student profiles and the areas of responsibility that fall within the Office of Graduate Studies.

Highlights:

Currently, USFSP offers 18 graduate degree programs and 4 graduate certificate programs. Recent changes include the addition of a Master's of Accountancy in the College of Business and a "teach out" of the Master's of Arts in Teaching Exceptional Education. The Council will review a proposal at an upcoming meeting to add a certificate program in Geospatial Science.

The staff of the Office of Graduate Studies is scheduled to move into the Gulf Coast Legal Services building, which will house the graduate recruiters as well, and will include room for two new positions (academic services support and marketing/communication). This should allow for more focus on the part of the recruiters as well as room for growth.

The presentation included admissions statistics on newly admitted USFSP graduate students whose present qualifications and test scores that are slightly above national averages in most cases (particularly in GRE and GMAT test scores).

Most new admits come from Pinellas County. However, growth is occurring and expected to continue to grow in the surrounding Bay area counties. There is a need for more marketing and recruitment in these areas of greater growth. Overall, growth over the past two academic years has been admirable but is expected to level off without targeted growth efforts.

There are plans in the institution's strategic plan to grow graduate programs and enrollment. The current goal is to grow USFSP student enrollment to 10,000 students by 2024 – 10% (or 1,000 students) are expected to be graduate students. The largest USFSP graduate program is the MBA and the newest is Psychology. Both programs are considered to have the greatest growth potential.

Completion rates for graduate students at USFSP low. Need to find out why & how to combat this to convert to higher graduation rates.

75% of USFSP Graduate students are part-time. Need to address, create more full-time options which may lead to higher completion rates.

Graduate Council Policies and Procedures discussion:

Systematic meetings are preferable, and may help in recruiting new representatives from each department.

In policies, Clause II: The number of representatives from each college will remain as is for now with a plan to write and submit a recommendation to the Faculty Senate to increase representation next year. Motion by Dr. Stoddard to keep as is for now, seconded by Dr. Starks, unanimously approved.

For next meeting (Dec. 15, 3pm): review the Policies and Procedures document and bring any editorial or policy notes to next meeting for discussion. Review the certificate proposal and course proposal documents that will be reviewed at the next meeting (handouts and digital copies have been provided).

The meeting was adjourned at 5:00 p.m.