

GRADUATE COUNCIL MINUTES

March 20, 2014

The Graduate Council met at 10:00 am in 1217 Himes with the following members present: Armbrust, Byerly (ex officio), Chance, Day, Eades, Kelsa, and Reeves. Absent members were: [unclear] and Reeve (ex officio). Absent members were: [unclear] and Reeve (ex officio).

Minutes of February 20, 2014 and March 6, 2014

The minutes from February 20, 2014 were read and approved on motion by Dr. Kelsa, second by Dr. Day.

Dean's Report

Graduate School and Undergraduate Recruiting/Admissions

The Graduate School and Undergraduate Recruiting/Admissions will develop a new Client Management System that will incorporate elements of Apply, Reach, the Graduate School's current software for applications and admissions, and Hohen's Connect, Undergraduate Recruiting's software for managing how LSU students visit. This will have the following impact on graduate programs: [unclear] will ask that the new graduate [unclear] more programs.

- The undergraduate recruiting software is suitable for recruiting and admissions. The student once the student sends a message indicating interest in LSU.
- The license has been purchased to expand the recruiting and admissions processes.
- The system is an automated process so graduate and undergraduate advisors and departments may monitor the process of a student applying 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 on how 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 500 comments from judges and participants suggest it was a success. We will have a [unclear] competition in the fall that will take place in the spring. [unclear] video of the competition on [unclear] site.

Graduate School Website

Early next week we will have a new Graduate School website and will require a concerted effort to have more and better content available and ready to go into it.

Academic Affairs Report

The SACS review for accreditation was successful. The QEP on student success was received. The committee recommended that the chancellor/president be reviewed by the Board of Supervisors during an annual review process. The committee also submitted a report 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. The motion was 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 2nd Council meeting, the Council approved changes to the M.Ed in Counseling. The school is proposing two concentrations: School Counseling and Clinical Mental Health.
- EXST Curriculum changes: The department is requesting to add two courses reducing the total number of hours for the degree to 30.
- CSC degree name change: The current degree name is Master of Science in Systems Science and the school is requesting the name to be changed to Master of Science in Computer Science.
- PADM curriculum changes: The department is requesting to add two courses to be required in the semester only and to increase the total number of required hours to 15. The department also requests approval for specific courses to be required for the degree.
- OCS curriculum changes: M.S. and Ph.D. programs: The department is requesting the minimum core requirement of 12 hours to be raised with a grade of "B" or higher. The department wishes to allow a student to repeat a course once if the student fails to earn a "B" or higher in the first attempt. 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 have been slow to grow and are slowing down. During the fall semester there were 200 enrolled students. Currently there are 188 enrolled students. The 2000+ degree was a very successful program. The College of Business Dean Richard White was reported to have a very good 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 of one or two members of each department was formed to create clear guidelines for the Graduate School to review and vote on at a future meeting.

- Functionality to participate from afar if the committee members are not on campus and the student cannot make it to campus.
- Departments should request permission from The Graduate School to 3k Skype, Teleconference, Adobe Connect, etc.
- Departments should make The Graduate School aware of these capabilities and how they are used.
- Reason for person participating from afar should be an extraordinary reason, such as the student is 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 screen sharing and no audio and video chat.
- Define technology (must be video and not just audio), email, etc. if necessary.
- Student must be seen per federal regulations.
- Must be done on a secure system.
- How will signature pages and exam results be handled since original signatures are required? (Fed Ex, Postal Mail, etc.)
- Everyone being on campus for the exam is for the protection and fairness of the student.

Guidelines currently sent to the Graduate School also stipulate that departments are allowed to use Skype for a graduate exam (master's final exam, doctoral exam, etc.)

- This cannot become a routine practice for the department. The Graduate School will need to approve for this to become common practice.
- The student and student's entire examination committee need to approve this -- we don't have an unhappy committee member voting NO on procedural grounds, or a student appealing a decision in student grievance.
- Chair and the student should be responsible for ensuring that the system works.
- The PPT, or other visuals, should be displayed locally with the Skype. Other remote views embedded on a second screen. (the visuals should be printed materials for the the screen participating afar to view on their device.)
- The chair and the Graduate School representative should provide a brief account of how this technical part of the exam compares to a traditional one...

Executive

Standing

Proposed

6

Approved

Minutes

The meeting

Recorded by:

C. Lindo

Approved by:

[Signature]

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