

The Faculty Senate Graduate Policy Council

Final Report 2012-13

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Standing Charges: 2012-13

1. Review and recommend policy for the adoption, implementation, and enforcement of graduate educational and academic standards.
2. Review and recommend policy for admission and retention in graduate programs, and for publicity and recruitment issues.
3. Review graduate advisement and registration policies and procedures, and recommend revisions and/or new policies, as needed.
4. Identify and recommend means for improvement in graduate advisement and registration policies and procedures.
5. Liaise with university officials and bodies responsible for policy on the above matters to review the effectiveness of policies and facilitate their implementation.
6. Work with other appropriate offices as needed.

Consistent with the standing charges of this council, the Graduate Policy Council after reviewing graduate program priorities and needs, identified two areas for attention: An Online Application System and revision of the Graduate Assistantship Application and Award Deadline. The Graduate Policy Council with the support and cooperation of the Graduate Program Council drafted and submitted the following two resolutions, both of which were approved by the Faculty Senate.

Resolution 1: Online Application System

WHEREAS, the function of the Graduate Policy Council and Program Council is to advise the Faculty Senate on graduate policies and procedures and through it, the administration of the university;

AND WHEREAS, this University has, in its strategic plan, established as a goal the growth and expansion of graduate programs;

AND WHEREAS, a fully integrated online application system that will increase the efficiency and timely processing of graduate applications for students and individuals providing supporting materials is critical to marketing, recruitment, and application completion;

BE IT RESOLVED that this university develop and/or secure a vendor who can provide and implement an online application submission system and that this system be accessible to faculty and staff for the purpose of facilitating timely and efficient application review.

Resolution 2: Graduate Assistantship Application and Award Deadline Revision

WHEREAS, Graduate Assistants provide vital services to the University and the programs and offices they serve;

AND WHEREAS, Graduate Assistantships provide an opportunity for this university to support the aspirations of our most talented applicants;

AND WHEREAS, Graduate Assistantship award notification does not occur until after July 1st resulting in the loss of talented applicants;

BE IT RESOLVED that the Graduate Assistantship application deadline and award notification be established at earlier dates (e.g., prior to April 1st and July 1st) respectively.

The Graduate Policy and Program Councils jointly contributed to the conceptualization and planning of the Graduate Studies Forum 2013.

Graduate Studies Forum 2013

The forum looked into the future of graduate studies and identified programs and areas for development and/or expansion (in accordance with the University Strategic Plan), in addition to examining the resources that will need to be provided by graduate admissions, marketing and enrollment management. The forum was an informal gathering of faculty, including graduate program directors and a number of invited guests:

1. Dr Robert Laud-College of Business- Speaker on the “Future Economic & Business Trends: Implications for Education”.
2. Augustus “Amo” Kubeyinje- Director of Admissions: Stuart Goldstein- Associate VP of Marketing and Public Relations
3. Kris Cohen, VP Enrollment Management

Summary of Graduate Studies Forum 2013

- a. Future economic and business trends were discussed as well as their implication for education and job growth. The importance of developing more extensive internship programs that are integrated into the curriculum was discussed (e.g. Northeastern University).
- b. Greater emphasis on the development of international student programs and the recruitment of international students as well as the need for adequate personnel, housing and a support system for international students.
- c. Development of application processing technology.
- d. Development of dual and certificate programs across disciplines.
- e. Increasing on-line courses and degree offerings and the need for more support from IRT and resources for faculty who develop on-line courses
- f. A greater percentage of the marketing and advertising budget is devoted to graduate studies. However, the overall consensus was that there needs to be greater communication between the graduate programs and marketing so that targeted marketing is placed in appropriate locations (e.g. specific journals).
- g. There is a need for better communication between marketing, enrollment management, Graduate Admissions and individual graduate programs.
- h. Faculty member expressed a need for more well-defined graduate program identity at the university

Attendance: 30 faculty and staff members

Recommended Graduate Policy Council Standing Charges for 2013-14

1. Review and recommend revisions and/or new policies and procedures for graduate educational and academic standards.
2. Review and recommend revisions and/or new policies and procedures for admission and retention in graduate programs and for marketing, recruitment and enrollment.
3. Review and recommend revisions and/or new policies and procedures for improvement in graduate advisement and registration.
4. Liaise with university officials and bodies responsible for policy on the above matters to review the effectiveness of policies and procedures and facilitate their implementation.
5. Coordinate a “Graduate Studies Forum” that will provide a venue for faculty, administrators and staff to meet and discuss issues relating to graduate studies at this university.
6. Review and recommend policies, procedures and resources in order to support faculty in developing on-line courses and programs.

Submitted by:

Bruce J. Diamond and Nicole Magaldi