

## **Graduate Studies Council Meeting Minutes**

### **Wednesday, September 19, 2018 at 12:00 p.m.**

In attendance: Drs. Mickey Blackwell, Robert Wallace, Richard Ford, Naveed Zaman, Katherine Harper, Gerald Hankins, Kumara Jayasuriya, Emily Waugh, Paige Carney

- Minutes for meeting of August 14, 2018 – Moved to approve by Dr. Hankins, seconded by Dr. Harper
- Agenda for meeting of September 19, 2018 – Moved to approve by Dr. Harper, seconded by Dr. Hankins

#### **Old Business:**

- The list of GSC members was reviewed, with updates made to Criminal Justice and Sports Studies.
- Sports Studies updates – 10-12 students currently enrolled in the Fall 2018 semester.
- Computer Science updates – working on courses and curriculum. By the next GSC meeting, the program should have its final approval. The start term is Fall 2019. Advertising for Computer Science faculty will begin in Spring 2019.
- Question was asked about a Computer Science faculty representative. Dr. Harper moved and Dr. Hankins seconded a motion to add an additional faculty representative now to begin attending the GSC meetings.
- Discussion of teaching load for graduate faculty – Dr. Blackwell reported on the large class sizes in the MEIL program (31 students in one section). Asked for recommendations on capped size for graduate classes. The suggested maximum number for graduate classes was 20 students. Dr. Blackwell will bring this topic to the Online Committee for recommendations for effective class sizes. The Provost reinforced that recommendations will be welcome.
- The Graduate Programs webpage has been updated with summary information as well as contact information for Dr. Mickey Blackwell, Graduate Program Coordinator. The question was asked if the GSC members should be listed on this page as well. Biotechnology was reportedly not listed on the A-Z Index page. Adele Thumm will address that with Jack Bailey.
- Discussion of the need for Graduate Studies Handbook.

#### **New Business:**

- Dr. Pennington was absent from GSC meeting because he was covering Dr. Vaughn's classes.
- Dr. Blackwell announced the location of the new Graduate Program office – Wallace 516. A graduate student worker will help in the office (answering phones, etc.).
- The question was raised as to what the Graduate Office/Program should be called –“Office of Graduate Studies”? “School of Graduate Studies?” “College of Graduate Studies”? The Provost will investigate and have the proper wording for the office/program.
- Dr. Blackwell reviewed the Graduate Student Association Meeting and shared some of the concerns/questions expressed by the students in attendance.

- Housing Concerns – Can housing (besides dorms) be provided for international graduate students? One or two faculty houses are available but would need approval from the Board of Governors.
- The GSA would like to be affiliated with the Student Government Association.
- Dr. Blackwell invited GSA members to the MEIL Leadership Day on October 3, 2018.
- Dr. Blackwell reported on the Online Committee meeting.
- Dr. Ford discussed the addition of associate faculty members to the Biotechnology program for thesis work. These members do not teach classes, so they are not considered adjunct. To approve these associates, the Biotechnology graduate faculty reviewed their credentials, and the Dean and Provost signed off on the approval. The question was asked if these associates would be recommended to be a part of the GSC. Dr. Harper moved and Dr. Hankins seconded a motion. (?)
- A discussion of graduate adjuncts – it was determined that adjuncts are handled within the departments. The GSC constitution will be reviewed for any necessary information on adjuncts.
- Dr. Carney is temporarily serving as the Criminal Justice Coordinator.
- A brief discussion on graduation and diploma procedures.
- The MEIL program is planning to add three additional courses for the specific purpose of allowing candidates with principal certification to add superintendent certification. The courses would be EDUC 646, 650, and 655.
- Goals for 2018-2019 were reviewed on the back of the agenda.
- Other new business – Dr. Hankins raised the question about accreditation and how the WVSU library may affect the approval process. A number of Biology/Biotechnology journals were cut from the library, and the question was asked if those journals could be reinstated. The Provost reported that the library is underfunded and that a student fee of \$150 would be needed to support and maintain the library and its resources.
- Discussion of future Doctoral Programs – The Provost reported that WVSU would need to offer 20 Masters Programs before it can be eligible to offer Doctoral Programs. WVSU is labeled as an institution with “Comprehensive Bachelors and Limited Masters Programs.” WVSU would need to be an institution with “Comprehensive Bachelors and Comprehensive Masters Programs” before Doctoral Programs could be considered.

Move to adjourn – Dr. Harper moved, Dr. Hankins seconded

Meeting Adjourned at 12:49 pm

**Next Meeting: October 16, 2018 @ 12:30 pm, Location TBD**