Minutes

Dean Mike Willoughby called the Graduate Council meeting to order at 3:30 p.m. An agenda was provided to each Council member.

Dean Willoughby discussed the graduate degree proposals currently under review at the Texas Higher Education Coordinating Board (THECB). They are: Ph.D. in Criminal Justice and Master of Arts in Applied Philosophy & Ethics. We have also submitted requests for preliminary planning authority for a Ph.D. in Materials Science & Engineering and a Ph.D. in Developmental Education. GEAC did not have a meeting in October, and the next one will be scheduled during the spring semester.

Dr. Paula Williamson gave an update on the search for a new Assistant Dean, since Dr. Barbara Hatcher left the position in August. There is one representative from each college on the selection committee, which selected four (4) candidates to interview. We hope to make a decision by the end of the semester.

Dr. Williamson mentioned the Graduate College Thesis/Dissertation Workshops, which have been well attended by 100+ students each semester. Also special hands-on formatting workshops were begun this fall for students who have applied for graduation.

Dr. Williamson gave an update on the Predoctoral Fellowship Program. In 2008, we had six (6) Fellows and we hope to have six (6) again in 2009, which will be the fourth year of the program. The funding will come from the Graduate College with some of it through a contribution by a private donor. This program is to connect scholars from another university with our university, help underrepresented students complete their dissertations, and identify possible candidates for future faculty at Texas State. Two of the previous fellows were hired by Texas State this fall. They are: Georgen Guerrero (CJ Dept.), a Fellow in 2006 and Minda Lopez (C&I Dept.), a Fellow in 2007. We made a presentation about this program at the Association of Texas Graduate Schools (ATGS) annual meeting, which was well received. We will also present a table top presentation at the Council of Southern Graduate Schools (CSGS) annual meeting in February, 2009. There was discussion regarding the timing of this program in June and July, which is a time when some faculty are not on campus. This is the best time for Predoctoral students from another university to participate in this type program. Also, the role of the mentor was discussed, as well as the amount of the mentor stipend ($1,000) and the fellow stipend ($11,000).

Dr. Williamson also discussed the Graduate Student House, which is part of the Associated Student Government. Theoretically, there are two students from each college who serve; however, if there are open seats, they are filled with students from another college. We need more departments to inform students this is available. Due in part to legislation passed by the Graduate House, the bylaws of the Transportation & Parking Committee changed to include one (1) graduate student on the committee. The House members are working on a printed student handbook, with an expanded version for the web or CD.

Dr. Willoughby stated that each of the colleges has participated in updating the Graduate Scholarship information for 2009-2010, which is on our website and ready to be promoted. The amount for each college has been realigned based on the graduate enrollment of the college.
Dean Willoughby also reported the Celebrity Classic raised over $100,000 this year for new scholarships, bringing the total collected to over $800,000.

Dr. Willoughby said that the Graduate College received $21,000 for student travel for 2008-2000. He requested that any unused travel funds be returned to the Graduate College for reallocation to students on the waiting list. He also requested the departments to coordinate applications when students are attending the same conference to ensure accuracy and consistency.

Dr. Willoughby announced that plans are underway for a Graduate College Information Day on Feb. 3, 2009. This event is sponsored by the Student Affairs Division, Career Services & the Graduate College.

Dr. Willoughby announced that the office of the Graduate College is working with Sigma Breakthrough Technologies, Inc. to review the admissions process. The goal of this review is to improve our graduate admissions application process. Detailed process maps were drawn up to document the current process. This semester the team interviewed two graduate advisors from each college and soon surveys will be sent to all graduate advisors. Graduate students, who applied for Fall 2008 or Spring 2009, will also receive a different survey.

Dean Willoughby adjourned the meeting at 4:15 p.m.

Minutes by Sylvia Mobley
12/1/08