



Graduate Studies Committee

April 19, 2007

1:30PM to 2:30PM

PHCA Conference Room (2306, HPNP)

Members:

Dr. Ray Bergeron (MC), Dr. Jeff Hughes (PC), Dr. Tony Palmieri (PC),
Dr. Joanna Peris (PD), Dr. Carole Kimberlin (PHCA), Dr. Reggie Frye (PP), Ms.
Krista Wilson (GS), Dr. Bill Millard (ORGS), Ms. Deborah Stowell (ORGS)

AGENDA TOPICS

- ✚ **Accept Minutes** – from the March 12, 2007 meeting
- ✚ **Lippman Award**
- ✚ **Self Assessment**



Graduate Studies Committee

Minutes from April 19, 2007

Attendees: Drs. Bergeron, Hughes and Palmieri (PC), Peris (PD), Kimberlin (PHCA), Millard and Stowell

✚ **Accept Minutes:** Meeting was opened at 1:32pm in room 2306 with the minutes from the March 12, 2007 GSC meeting being approved as recorded.

✚ **Alumni Fellowship Update:** All Alumni offers have been accepted, [see attached list](#). A memo will be generated and submitted to the Provost's Office next week.

✚ **Lippman Award:** Dr. Millard asked each department to submit one name to him by June 1. The criteria for the award was attached to the agenda. An outside committee chosen by Dr. Millard will pick the winner.

✚ **Graduate Program Review:** The program review must be completed by July 1, 2008. Dr. Millard asked the each department select and contact the three outside reviewers to review their program. Dr. Tony Palmieri will facilitate the program reviews in the College. Web-based surveys will need to be created for faculty, students and alumni. There is a survey out on the AACP website that we can use as a template to generate our core questions. Each department will also include question related specifically to their own program. The departments will need to decide what type of questioning they want in the survey. Dr. Millard's suggest was to keep is short and simple such as multiple choice or T/F.

ORGS is in the process of creating an extensive database that should have almost all the data the departments will need for their report. This database should be done in May and will be distributed to each department. Site visits are to be done in March/April of 2008. Each department will be responsible for organizing these visits and they need not all be done on the same day or week. The College will fund all travel and honoraria expenses.

Meeting adjourned at 2:22pm