



Graduate Studies Committee

January 28, 2013

1:00PM to 2:00PM

Dean's Conference Room (4307, HPNP)

Members: Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jason Frazier (PD), Dr. Tony Palmieri (PC), Dr. Almut Winterstein (POP), Dr. Taimour Langae (PTR), Dr. Bill Millard (ORGS), Caitlin Knox (SP)

Guest(s): Debbie Bambarola, Dr. Diane Beck

AGENDA TOPICS

✚ **Accept Minutes:** from the December 6th meeting

✚ **Research Showcase**

✚ **Update Student Info Files**

✚ **PhD Assessment Data**

✚ **Doctoral Letter**



Graduate Studies Committee

Minutes from January 28, 2013

Members Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jason Frazier (PD), Dr. Tony Palmieri (PC), Dr. Almut Winterstein (POP), Dr. Taimour Langae (PTR), Dr. Bill Millard (ORGS), Caitlin Knox (SP)

Absent:

Guest(s): Debbie Bambarola, Dr. Diane Beck

- ✚ **Accept Minutes:** The meeting began at 1:03pm. The minutes from the December 6th meeting were not available for review and will be accepted along with the minutes from today's meeting.
- ✚ **Research Showcase:** Dr. Millard began the meeting by asking for an update on judges for the showcase. Dr. Frazier responded that he has 3 confirmed judges and a keynote speaker. Dr. Frazier also gave the names of other possible judges. Dr. Millard asked departments to please look out for possible judges from each department. Debbie then gave the results of the Oral Competition Ranking Sheet and the names of the winners. All of the committee members approved the results.
- ✚ **Update of Student Info Files:** Jose Ortiz asked members to please remember to update their department's files. All departments are asked to update student information every semester so that the Dean's Office can transfer that information over to the master file.
- ✚ **PhD Assessment Data:** A copy of the assessment plan was given out to each of the committee members for their review. Dr. Millard went over the assessment sheet and explained the college's current benchmark status. There are a few plans currently in process in order to try and improve the college's current status. Dr. Millard is also currently working with the graduate school in order to possibly fix the current method used to identify our minority students. He will update the committee if any progress is made.

Dr. Millard also created a PhD Program Quantitative Assessment Spread Sheet which was shown to the members for information purposes only. This table was also created based on a five year bench mark. Reasons for the rankings were discussed, explained and will be further evaluated at future GSC meetings.

✚ **Doctoral Letter:** Members were asked during our December meeting to please provide input in order to help Dr. Millard create the final letter which would be sent out to the Provost. This letter identified our areas to improve including student stipends and minority recruitment.

✚ **Grinter & GSF Submission Update:** Members were reminded that the final submission date for eligible candidates is Friday, February 1st. Results will be discussed in our February meeting.

Meeting adjourned at 1:37pm. Next meeting is scheduled for Thursday, February 14th at 11:00am.