

University System of Georgia Administrative Committee on Graduate Work

Winter/Spring Meeting MINUTES

Meeting Date: February 3, 2006

Place: Kennesaw State University

Members Present: See attached list

- I. Meeting was opened at 9:00 am by Chairman Claude Perkins, Albany State University. Chairman Perkins thanked Kennesaw State host, Teresa Joyce, Dean of College of Graduate Studies and for her hospitality and for the reception and dinner Thursday evening.
- II. Reports on Action Plans from October 2005 meeting
 - A. Leadership Development Minority Graduate Recruitment Seminar – Jack Jenkins, University of West Georgia.

Draft program was distributed. Dr. Jenkins gave a brief history of event for new members followed by discussion of the program elements. Leaders are still needed for some parts of the program; Dr. Jenkins will contact individuals about participation. March 1st is the deadline to finalize the list of participants from each institution. The event budget will cover the costs for 6 students and 1 representative from each institution, additional participants will need to register and be paid for separately. Registration will begin about 3pm on Friday. Also, each institution should bring a minimum of 3 door prizes, each valued at \$10 or more, to be given away during the program.
 - B. USG Graduate and Professional Education Brochure – Michael Johnson, University of Georgia.

Dr. Johnson distributed copies of the questions/information request that was sent to Dr. John Wolf and others at USG regarding graduate education. He has not received the information from them. He distributed the first rough draft of the brochure, with the intent that the final version will be professionally designed. The issue of the needed information was discussed and the group decided on a two-pronged approach: each institution will collect information on their institution and submit it to Mike (he will send out email reminder); also GA State IR person will continue to try to get the info from Dr. Wolf's replacement at USG. One has not been named as yet; Frank Butler is serving as liaison in the interim.

Dr. Patricia Cameron, Medical College of Georgia provided estimates of printing costs. From these it appeared that the \$3,000 previously designated for the project should be adequate to fund the design costs and the printing of several thousand copies of the finished brochure.

C. Economic Development Study – Charlie Hardy, Georgia Southern University.

Dr. Saundra Nettles will check with Charlie on any progress, also would welcome any volunteers to assist in this task. A question arose as to whether the Council of Graduate Schools might be a possible resource. Dr. Nettles will contact Dr. Debra Stewart, CGS president, to inquire.

III. Graduate Student Health Insurance – Maureen Kilroy, Georgia Tech.

USG Task Force is nearing the end of its task; announcement as to vendor choice is expected with the next few weeks. The major issue is that the RFP was written such that the insurance plan decided upon would be mandatory for all F&J visa holders, GTA, GRA, fellows with tuition waivers, as well as for all students whose programs make health insurance mandatory to have insurance. The cost differential between previously negotiated international student policy and some current group policies for general students significant, so it will be important to see how the chosen contract compares.

IV. USG Immunization Policy – Jack Jenkins

Dr. Jenkins asked group for efficient ways to deal with the USG policy on mandatory immunizations. GA Southern allows provision to waive requirement for student cohorts whose programs do not require them to come onto campus at all. Different institutions varied as to their ability to do something similar. Policy impacts competitiveness of USG grad programs compared to other non-USG institutions.

V. Other

A. Deactivation of teacher education programs at Fort Valley State – Seyoum Gelaye
Programs are being deactivated; students in programs must complete by May. Some currently enrolled students need several more courses to complete requirements, how can they be accommodated? Already have them taking up to 12 hours this semester, not really feasible to enroll for more. The group discussed the possibility of obtaining transfer credit for independent study course(s) at another institution. Possibly consider using courses from institutions with mini-esters or mid-semester starts for courses. The suggestion was that Dr. Gelaye contact College of Education staff at other institutions for ideas. Also, consider following up with an email to group or individuals to see if there are any suitable courses; ask for permission to go into credit hour overload if necessary.

B. Question concerning assessment of graduate student retention – Claude Perkins

Dr. Perkins is trying to find a suitable model for assessing graduate student retention, asked what other institutions' experience was in this regard. Michael Johnson noted that UGA has an ongoing project to track graduation of PhDs, template provided by CGS, using 10-year window for completion. Brian Adler is working with his IR people to develop way to track.

General consensus was that graduate student retention is a complex and often poorly defined term that means different things to different programs/institutions. In building any retention model, the desired parameters should be considered and clearly defined. Retention is an important measurement that should be an item of analysis in academic program reviews.

- C. Three-year undergraduate degrees – Dick Diebolt, Georgia Southern
With the general decrease in international applicants, how many institutions admit, or are considering admitting, students with 3-year diplomas, particularly from European region (the Bologna degree)? UGA currently has proposal under review (may or may not pass) to have a small quota of 3-year admits in each program. At GA Tech some faculty in engineering feel these degrees are not comparable in educational content to US baccalaureate degree. Jack Jenkins made a motion that ACOGW investigate the 3-year degree issue and formulate a position, and Dick Diebolt seconded idea. The motion passed and during further discussion it was noted that the issue is an item on the upcoming CSGS meeting agenda. ACOGW attendees at that meeting should plan to bring back a report to be used in formulating a position.

- D. George Williams announced his impending retirement from Savannah State University and received best wishes from the group.

VI. Meeting was adjourned at 11:10 for lunch.

Respectfully submitted,

Gretchen B. Caughman, PhD

Members in Attendance:

1. Teresa Joyce, Kennesaw State University
2. Donna Gessell, North Georgia College and State University
3. George N. Williams, Savannah State University
4. Seyoum Gelaye, Fort Valley State University
5. Claude G. Perkins, Albany State University
6. Michael A. Johnson, University of Georgia
7. Mike Price, Armstrong Atlantic State University
8. Gretchen Caughman, Medical College of Georgia
9. Patricia L. Cameron, Medical College of Georgia
10. Jack O. Jenkins, University of West Georgia
11. Brian Adler, Valdosta State University
12. Alan Gabrielli, Southern Polytechnic State University
13. Dick Diebolt, Georgia Southern University
14. Sandra Nettles, Georgia Southern University
15. Maureen Kilroy, Georgia Institute of Technology
16. George Stanton, Columbus State University
17. Bill Fritz, Georgia State University
18. Tatianna Matthews, Georgia Institute of Technology