

MINUTES
Graduate School Administrative Board Meeting
October 13, 2011
Rivers Bldg, Room 208
3:30 – 5:00 PM

Voting Members Present: Decker, Jim; Eble, Michele; Gallagher, Margie; Gemperline, Paul; Huener, Thomas (for Laura Privera); Mott, Vivian; Pokorny, Marie (for Jana Pressler); Schwager, Paul, and Marc Stevens

Voting Member Absent: Behm, Mike, Ericson, Richard, Hough, Monica, Kasperek, George, and Tony Thomason

Ex-Officio Members Present: Allen, Rose; Griffin, Linner, and Mark Sprague

Ex-Officio Members Absent: Dave Cistola

Guests: Armstrong, Robin, McConnell, Tom and Patterson, Belinda

1. Call to order
3:41 PM
2. Approval of 9/26/11 GSAB minutes
Approved
3. Graduate Curriculum Committee Minutes 9-21-11
Approved Action Items
 - Request for Authorization to Establish a New Degree Program: MS in Health Informatics and Information Management
 - Revision of Existing Course: MPH 6002
 - Renumbering and Revision of Existing Courses: SOCW 6804 (to 6801), SOCW 6808 (to 6800)
 - Revision of Existing Certificate: Substance Abuse Certificate Program
 - Dr. Gemperline will forward the Chancellor's notification regarding curriculum changes to the Office of Academic Programs, the Office of the Registrar, and the Graduate Curriculum Committee
4. Reports:
 - Having heard no objections from the Institutional Effectiveness Council Dr. Gemperline will forward the GSAB recommendation to the Academic Council
 - 12 to 13 certificate programs have not submitted assessment plans
 - The next Graduate Council meeting will be held on October 24th (location TBA)

5. Discussion items:

- Graduate enrollment declined this year (down 400 students) causing concern
 - Largest decline in the College of Education and by non-degree students (in areas of teacher training)
- GRE verbal scores of admitted and enrolled students have risen
- Dr. Gemperline has developed 4 strategies as part of an action plan to increase graduate enrollment
 - Increase number of applications (turn incomplete applications into completed applications)
 - Develop a marketing strategy highlighting cost-benefit (tuition is lower at ECU than at UNC-G and UNC-Charlotte)
 - Develop communication plans to add personal touch (encourage to apply, offer financial incentives if they are available) to the application process
 - Retention strategies
- Comments:
 - Faculty numbers down in several colleges
 - Assign mentors to students admitted by exception
 - Cycling cohorts skew numbers
 - Retention strategies for enrolled students might include shifting difficult courses until later in the program of study when students have experienced escalating levels of commitment

6. Announcements

- First Year Grad Student Survey
 - Survey aimed at assessing program climate, mentoring, support services within the department etc.
 - Pilot survey results will be distributed at a future Graduate Council meeting
- Leadership series for Grad Students
 - First speaker will be Al Delia, Senior Advisor to Governor Perdue, and is tailored to graduate students with an interest in policy development at the local, state, and federal levels
 - The Graduate School is developing a 4 part leadership series for Spring 2012 semester
 - Former Chancellor Eakin will be the first speaker in Jan. 2012
 - 2 sessions will be held on East Campus and 2 sessions on West Campus
 - Promotional campaign for the 4-part series will begin in November
 - Program will be open to all students

- Email announcement for the Delia presentation has been sent to program directors and graduate students
- Emerging Faculty series – 20 grad students registered
 - For graduate TA's or students preparing for college or community college teaching careers
 - Email announcement has been sent to program directors and graduate students
- ETD Workshop reminder
 - Workshops will be held October 19th (221 Mendenhall), October 21st (Health Sciences Building 1335), November 15th (Mendenhall 221), and November 18th (Health Sciences Building 1335)
- Theses and Dissertations Report
 - 420 ETD's reviewed in the last 2 years
 - If any numbers need correcting please contact the Graduate School

7. Adjourn
5:00 PM

Respectfully submitted,

Amy E. Tripp