

Graduate Council Minutes  
October 19, 2006

The Graduate Council met in Bond Hall on this date. Dr. Carter chaired this meeting. Members in attendance were Dr. David Allen, Dr. Jennifer Altieri, Dr. Kathy Brown, Dr. John Carter, Dr. Sheila Foster, Dr. Margaret Francel, Dr. Kathy Grenier, Dr. Kathy Richardson-Jones, and Dr. Robert Steed. Ex-officio members in attendance were Dr. Ray Jones, and Ms. Sylvia Nesmith. Also attending were Ms. Marcia Bonica and Ms. Katie Gibson from CGPS and Dr. Keith Plemmons was present from the School of Engineering.

The minutes of September 28, 2006 were approved. The motion was passed without objection.

Dr. Plemmons presented the first agenda item. He proposed an Independent Study course for the Technical Project Management (TPM) graduate certificate program, entitled ENGR 690: Independent Study. The Independent Study course would act as a mechanism for credit and as a compliment to the classes already offered. The tentative course description was presented and the memo was edited to reflect that the course is ENGR 690, not ENGR 650. Dr. Allen questioned whether the course might be more accurately described as an internship but Dr. Plemmons argued that the proposed course requires more work than an internship and the work is done in addition to classroom work. Dr. Carter supported the class be kept as an Independent Study, as it allows for more academic flexibility. Dr. Richardson-Jones requested that the course information be edited to reflect that the Independent study work must be above and beyond normal work requirements. Credit will not be given for life experiences. Dr. Plemmons agreed to edit the course information to reflect this. Dr. Steed suggested that the course description be edited to include a sentence stating that the academic project is under the supervision of a professor. Dr. Carter added that each Independent Study must be approved by the dean. He proposed that they vote on the matter with the understanding that an edited copy of the course description would be sent to the members of the Graduate Council. Dr. Steed moved that the motion be passed and it was passed without objection.

Dr. Jones presented the next agenda item regarding the admissions criteria of graduate admissions tests (GRE, MAT, and GMAT) for applicants with advanced degrees. The current graduate catalog states under each program that all applicants need test scores for admissions. Currently there is no policy that states that test scores may be waived for applicants with advanced degrees, including doctoral or JD degrees and previous Master's degrees. There have been instances where program directors have been granting waivers. Dr. Jones is concerned because schools such as Strayer, Webster, and other extension programs do not require applicants to take graduate admissions tests. Dr. Jones suggested that waivers to the admissions requirements should be clearly stated in the catalog, and proposed a policy exempting applicants with a doctoral degree only, with the school deans having waiver authority on a case-by-case basis. Dr. Foster raised the issue of regionally accredited vs. non-accredited doctoral degrees and suggested that

all applicants be considered on a case-by-case basis. Dr. Carter suggested that the catalog reflect that candidates for admission with an advanced degree from an accredited institution may apply for the waiver of test scores to the appropriate academic dean. Dr. Richardson-Jones raised concerns that, should admissions test be waived, there would be no way to gather scores for NCATE and also, questioned the requirements for SACS. Dr. Carter agreed to check the SACS criteria and suggested that applicants could take the admissions test, not as an admissions requirement, but as a means to gather necessary data. Dr. Steed suggested that the requirements might be customized per program and each program can request tests on an individual basis. Dr. Allen raised concerns about subjectivity. Dr. Jones stated that he was concerned about the accuracy of the predictions made by the graduate admissions tests with adults. He suggested that the decision be left to each academic dean, as the academic deans are most informed on the program material. Dr. Carter suggested that a statement be drafted by Dr. Jones and circulated prior to the November 9 meeting for approval and addition to the 2007-2008 graduate catalog.

The next graduate council meeting is scheduled for November 9, 2006 at 11:15 in Bond Hall room 295. The subsequent meeting is scheduled for January 18, 2007 at the same time and location. Dr. Richardson-Jones stated that changes need to be in place and printed for NCATE by September of 2007, therefore any related program revisions should be brought to meetings before that date for approval by the council. Dr. Carter noted that catalog revisions of the academic curricula should be brought to the Graduate Council no later than the February 15th meeting. The next catalog will be in final form by early spring of 2007.

Ms. Gibson informed the council about the CGPS Open House to be held on November 4, 2006 from 10 am until 2 pm in the reception area and on the patio of Mark Clark Hall. Ms. Gibson requested that a representative of all programs be present and requested that those planning to attend contact her so that name tags can be printed and tables can be arranged. The Open House will be open to the public so they can learn about the Citadel's graduate programs. The Open House has been advertised in flyers on campus, in the Charleston Regional Business Journal, in the Charleston City Paper, and on the radio at 100.5, the Weasel, and the Citadel Sports Network. Prospective students were invited from various career fairs. The event is going to be family-friendly with a DJ, dog rescue groups, a balloon artist, popcorn and hot apple cider. Space issues were brought up and program heads requested one table per program as opposed to one table per school. Ms. Bonica voiced concerns over space restrictions should the event be moved indoors and suggested an overflow table.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Ray S. Jones, EdD  
Associate Dean