

**MINUTES**  
**MEETING OF THE GRADUATE COUNCIL**  
**September 21, 2022**

The Graduate Council met on Wednesday, September 21, 2022, at 3:30 p.m. via Zoom.

Graduate Program Faculty members present: Jill Anderson, Suchendra Bhandarkar, Sundar Bharadwaj, John Bray, AnnaMarie Conner, Mark Eiteman, Rachel Fusco, Cari Goetcheus, Ruth Harman, Ed Kellough, Kyser Lough, Jill Manners, David Mustard, Luke Naeher, Kristen Navara, Don Nelson, Scott Nelson, Erik Ness, David Peterson, Kaori Sakamoto, Yoo-Kyoung Seock, George Vellidis, Seth Wenger, and Catherine White. GPF members absent: Jennifer Elkins, Jacek Siry, and Dayton Wilde.

Graduate Student Association members present: Sarah Burns.

Graduate School represented by Ron Walcott, Anne Shaffer, Robert Scott, Cheri Bliss, Robin Bingham, Sha-Kim Craft, and Olivia Myers.

VP/Dean Ron Walcott called the meeting to order at 3:33 p.m. Meeting was a hybrid of in person/Zoom.

Minutes of the August 24, 2022, Graduate Council meeting were approved as posted on the Graduate School website.

**Graduate Council Committee Reports and Action Items**

A. Administrative Committee

Ron Walcott, Ex Officio Member

No business to report.

B. Appeals Committee

Ed Kellough, Chair

Since the last report to the Graduate Council, the Appeals Committee met once on September 15, 2022. Members present at the meeting include Ed Kellough (chair), AnnaMarie Conner, Kyser Lough, Don Nelson, Kaori Sakamoto, and Dayton Wilde. Associate Dean Anne Shaffer, Cheri Bliss, and Olivia Myers from the Graduate School were also present. The committee met to hear one appeal. The appeal was a dismissal from the Graduate School due to low GPA. The committee voted to reinstate the student.

C. Program Committee

Jill Anderson, Chair

The Program Committee brought forward four action items for consideration/voting on by Graduate Council:

- Action Item: From the School of Law and the College of Family and Consumer Sciences, a proposal to create a new Juris Doctor/Master of Science in Financial Planning dual degree program, pending an updated fall 2023 start date. *Approved: 19-0-1*
- Action Item: From the College of Pharmacy, a proposal to create a new Graduate Certificate in Drug Safety and Pharmacovigilance. *Approved: 25-0-0*
- Action Item: From the College of Pharmacy, a proposal to create a new Graduate Certificate in Chemistry, Manufacturing & Controls. *Approved: 25-0-0*
- Action Item: From the College of Public Health, a proposal to create an online version of the already existing Master of Public Health (MPH) degree program. *Approved 25-0-0*

D. Policy and Planning Committee

David Peterson, Chair

The PPC Committee met once on September 14, 2022. Discussion occurred on a couple of issues related to graduate studies. No action items at this time.

**Old Business**

No old business.

**New Business**

Associate Dean Anne Shaffer presented preliminary data on GradFIRST. Overall picture is that GradFIRST launched this fall, and enough faculty-proposed seminars were approved and scheduled to meet demand. Currently 80 sections are in progress for fall; 12-15 more sections were approved and ready to go, but were canceled due to low enrollment. We are going to adhere more strictly to enrollment goals in terms of students per section.

There were 1420 graduate students in the incoming class actually eligible and required to take GradFIRST, since some programs are exempt. Of those, 911 enrolled in fall semester sections. That leaves a remainder of 509 students who still need a section for spring. Some students may be waiting until spring, but some may not know they were supposed to be in a section in the fall. We are working to identify those students and send them notifications to take a GradFIRST section by spring or have a hold placed on registration. We will have about 35 sections offered for spring. The call for spring proposals is out right now. We will have fewer sections in the spring than the fall, but that is by design going forward. Moving forward, fall sections will be loaded in Athena earlier to facilitate earlier advising and registration.

Anecdotal feedback from instructors indicates seminars are going well. We also have an assessment plan in place to evaluate program effectiveness. The Graduate School developed a brief pre/post survey that we are administering via Qualtrics directly to students, assessing their knowledge and understanding of all the required topics (e.g., mentoring plans, grievance procedures, mental health and self-care). Students will also complete traditional course evaluations, administered by the course evaluation office within Franklin College's IT. Course evaluation data will also be available instructors to use for their own course evaluation reporting purposes.

Approximately half of the programming is provided by the Graduate School tailored to seven topics standardized across all the GradFIRST sections. The GradFIRST instructors are enrolled in an ELC providing teaching guides, slide decks, other resources that instructors can use or adapt to the extent that they wish. Some faculty have expressed that the content provided by experts via ELC are useful and helpful. Some instructors also have materials they would be willing to share that inform the efforts of other instructors, either now or in the future. We will continue to compile and update resources that can then be adopted by instructors going forward.

The other half of a GradFIRST seminar's content is determined by faculty on a topic related to graduate education that aligns with their expertise. This focused content could include things like scholarly writing, data individualization, advocacy, science communication, or an "other" topic proposed by the faculty member. Open seminars are posted on the Graduate School website and we are refining the display of these seminars to enhance search ability for students.

**Information Items**

A. Curriculum Report: The Graduate School has approved 28 new courses, 19 course revisions, and 0 deletions.

B. Next meeting: Wednesday, October 12, 3:30pm, 327 Brooks Hall/Zoom.

Overall meeting adjourned at 4:10 p.m.