

Minutes of the Graduate Board

Wednesday, March 19, 2014

**Executive Conference Room
Student Faculty Center
Health Sciences Center Campus
2:30 – 4:30 p.m.**

Members Present:

Jasim Albandar, Deborah Confredo, Kathryn Hirsh-Pasek, Cheryl Hyde, Swati Nagar

Ex-Officio Member:

Zebulon Kendrick, Vice Provost, Graduate Education

Graduate School Staff:

Cheryl Jackson, Administrative Coordinator

Kathryn Petrich, Director of Graduate Communications

Michael Toner, Associate Director for Graduate Enrollment and Data Management

Approval of the Minutes:

Jasim Albandar motioned to approve the minutes of February 20, 2014. Cheryl Hyde seconded the motion. The motion to approve the minutes was unanimously passed.

Business:

The first order of business was the proposed establishment of an M.S. in Business Analytics and a Certificate in Business Analytics. With no concerns raised, Kathryn Hirsh-Pasek motioned that the Graduate Board endorse the M.S. and Certificate in Business Analytics. Jasim Albandar seconded the motion. The motion carried unanimously.

The Vice Provost then reflected on the Council of Deans meeting held March 5, 2014. He noted that action items were presented to the deans:

- Action Item 1: Recommend Deadlines for Graduate Applications — because great variance exists in application deadlines across graduate programs.
 - November 1, 2014 should be the latest allowable date for submission of all master's degree applications for Spring 2015.
 - March 1, 2015 should be the latest allowable date for submission of all master's degree applications for Fall 2015.
 - Earlier application deadlines are encouraged.
 - Caveat stating "late applications considered" could be made in print and on the web.
 - Recommended deadlines are timelier with regard to financial aid consideration.

ACTION: Tabled for discussion until late April.

- Action Item 2: Establish Incentives to Increase Master's Student Enrollment — to achieve the University's enrollment goal of 5,000 master's students by Fall 2017.
 - Master's programs in their first year earn the department \$30,000 for generating 120 credit hours of tuition.
 - Existing master's programs earn the department \$10,000 for generating 120 credit hours of tuition above the average credit hours for the last three years.

ACTION: Approved.

- Action Item 3: Allow Individuals Without an Undergraduate Degree to Matriculate in Master's Programs — in consideration of the applicant's significant life experience.
 - 39-year-old applicant holds a captain's license; speaks three languages; worked in underserved communities in Asia and the United States for seven years; and taught English in Kazakhstan.
 - Applicant has no baccalaureate, but has earned the grade of "A" in three graduate courses at Temple.

ACTION: Assembled select group to discuss the criteria for entering a master's program without a baccalaureate consisting of Gregory Anderson, Dean, College of Education; Peter Doukas, Dean, School of Pharmacy; Peter Jones, Senior Vice Provost for Undergraduate Studies; Zebulon Kendrick, Vice Provost for Graduate Education; and M. Moshe Porat, Dean, Fox School of Business and Management.

Board Response:

One Board member suggested that a bachelor's degree equivalency could be granted. Another opined that the bachelor's degree should not be conferred, but found the idea of life experience an exciting option. She suggested that these individuals could be brought in as non-matriculating students to allow them to establish their success prior to formally applying.

Dr. Kendrick also noted that the deans were advised that the biggest concern is the rate of decision making on applications, both complete and incomplete. He further advised that some applicants who complete their applications never receive a response. In addition, the topic of admission requirements was discussed. While admission requirements should be posted online in the Graduate Bulletin and on departmental websites, it was recommended that departments remain silent on the minimum acceptable GPA in print and on the web.

The Vice Provost turned next to funding updates. First, 90 fellowship offers were extended. To date, seven have been accepted and eight declined. It was noted that only 89 undergraduate GPAs were reported for the awardees as one student hails from The Evergreen State College, which uses narrative evaluations rather than letter grades for assessment. Second, Friday, March 21 is the deadline for both Doctoral Dissertation/Terminal Master's Project Completion Grants and the First Summers Research Initiative (FSRI).

Next on the agenda was an update on the TUGSA contract. The Vice Provost noted that the union leadership was sent a memorandum of agreement on Tuesday, March 18. If ratified, the contract will be in effect from March 14, 2014 to March 13, 2018. New this year is a 12-month appointment that includes nine months as a TA with stipend, tuition, and health benefits, and three months as an RA at the monthly rate. This was reported at a meeting of school/college business managers, who were advised of the cost savings associated with annual appointments.

In old business, it was reported that the CourseLeaf pilot meeting was held with Leepfrog Technologies where decisions were made about the redesign of both the Undergraduate and Graduate Bulletins. The project is moving forward on a very tight deadline, with publishing of the 2014-2015 Graduate Bulletin expected by June 15. In addition, international student credentials were revisited. It was noted that holds are placed on the accounts of those who have credentials outstanding. Currently, international master's students admitted for Spring who have not provided official transcripts are being alerted to the need to submit the missing documentation.

In new business, a letter was received from a member of the Graduate Faculty about Banner's inability to accept the electronic submission of materials in support of applications. The Vice Provost remarked on the timeliness of the letter, given plans for a demonstration of Ellucian's Recruiter product on March 28. He noted that he would forward the letter to Barbara Dolhansky, Associate Vice President for Computer Services, for her edification.

Adjournment:

The meeting adjourned @ 3:30 p.m.

The next Graduate Board meeting will be held on Main Campus, 3B Conwell Hall, on Thursday, April 17, 2014, @ 2:30 p.m.