MINUTES OF THE GRADUATE COUNCIL MEETING
Friday, October 25, 2019 – 2:00 PM
Robert Scott Small, Room 235

Chair – Godfrey Gibbison, Interim Dean of the Graduate School

Members and Guests Present: Emily Beck (LALE/ESOL), Seaton Brown (MBA), Jason Coy (HIST), Roger Daniels (ACCY), Susan Divine (HISP/LCWA), Julia Eichelberger (ENGL), Alex Kasman (MASC), Brian Lanahan (EDEL), Jiexiang Li (MASC), Ron Magnuson (MBA), Jon Marcoux (HSPV), Judy Millesen (MPA), Nancy Muller (LGC), Susan Simonian (MSCL), Emily Skinner (MTLA), Laura Turner (EDPA), Annette Watson (ENSS)

GSO Staff Present: Laura Everett (Recruitment & Marketing), Susan Hallatt (Admissions), Jon Hakkila (Associate Dean), Robyn Olejniczak (Student Records), Erica Shirley (Admissions & Support Services)

I. Welcome – the meeting was called to order at 2:03pm.

II. Approval of the Minutes September 20, 2019 Meeting – approval of the minutes were tabled due to lack of quorum

III. Curriculum Proposals – Sandy Slater, CGE

   A. ESOL Certificate: change in required credit hours from 12 to 15

      Curriculum proposals were tabled due to lack of quorum.

IV. New Graduate School Budget Model – Godfrey Gibbison, Graduate School

Gibbison (GSO/SPS) announced that he recently had a meeting with the President and Provost, and that the President wants to adopt a new budget model for the Graduate School. The President wants to use an RCM (responsibility center management) approach to budgeting at the College of Charleston and wants to start the transition with the Graduate School. This model requires each unit to support their own costs with their own revenue. An ad hoc committee has been formed to conduct research on RCM as well as prepare for this eventuality. The committee is comprised of the Graduate Dean Gibbison, and Associate Graduate Dean Hakkila, Michelle Smith and Brendan Laubner from Institutional Research, Dawn Brandt from Business Affairs, Judy Millesen from the MPA program, and Deanna Caveny from Academic Affairs. This is a difficult task especially when many program are interdisciplinary – there is not an obvious “owner” of the revenue. Gibbison (GSO/SPS) has asked programs to provide the Graduate School with their budgets so we can begin to develop a plan. Alex Kasman (MATH) asked what this model intends to “pay for.” Gibbison (GSO/SPS) responded that it will mainly be tied to instructional costs. Jason Coy (HIST) noted that this will be very challenging for joint programs and some may consider uncoupling as a result. Gibbison (GSO/SPS) responded that conversations around joint programs are already happening and several groups, including the Committee on Graduate Education, are working to determine the academic merit and financial costs of our joint programs.

Roger Daniels (ACCY) requested confirmation of assistantship and abatement allocations. Gibbison (GSO/SPS) responded that those decisions will be made once Institutional Research releases official enrollments for the semester since allocations are based on those data. Enrollment data generally becomes available in early November.
V. Graduate Student Association – Mikey Zinn, President

Mikey was not present at the meeting.

VI. Announcements, Updates and Reminders – GSO Staff

A. Graduate Certificate Issues

Gibbison (GSO/SPS) spoke to the ongoing challenge with degree-seeking students declaring graduate certificates as they often wait until the end of their degree program to do so. These students are impossible to track or assess since they are “invisible” data. There are additional issues if the curriculum of a certificate changes and the student has not formally declared the certificate, yet was completing the requirements of the old program of study. Program directors need to encourage students they know intend to pursue a certificate to apply early on in their careers so stakeholders are able to more effectively track their progress.

B. Upcoming Graduate School events

The Graduate School encouraged everyone to participate and attend.

i. October 28, Thesis Workshop
ii. November 1, Fellowship Reception
iii. November 2, Open House

Kasman (MATH) asked what the open house entails. Gibbison (SPS/GSO) responded that it is an opportunity for the public to stop by and learn more about a specific program. It is also a chance for program directors to interact with prospective students. Coy (HIST) asked if we know which programs attendees have expressed interest in. Seaton Brown (MBA) asked how many RSVPs there were so far and if they are receiving follow-up communication once they RSVP. Laura Everett (GSO) responded that the RSVP form is not asking for program of interest and that there are currently 5 RSVPs, but several “likes” on facebook. She also said that attendees are receiving further event details via email after RSVPing.

iv. November 11, 3MT Competition
v. November 22, Fall Alumni Reception

VII. For the Good of the Order

Everett (GSO) said there is lots of interest in the open house on facebook even if that is not reflected in the number of RSVPs.

Susan Hallatt (GSO) said that the TargetX interface was recently updated and anyone needing navigation guidance should reach out to her for help.

VIII. Adjournment – the meeting adjourned at 2:34pm