



U N I V E R S I T Y O F  
**SOUTH CAROLINA**  
UNIVERSITY OF SOUTH CAROLINA  
GRADUATE COUNCIL MINUTES  
September 24, 2007

# The Graduate School

The Graduate Council met on Monday, September 24, 2007 at 2:30p.m. in room 311 of the Byrnes Building with Dr. Naomi Farber presiding.

**Graduate Council members present:** Naomi Farber, Chair; Marianne Bickle, Xiaomin Deng, Gregory Hand, JoAnne Herman, Scott Huebner, Louise Jennings (for Josh Gold), Zach Kelehear, Barry Markovsky, Lucia Pirisi-Creek, Bill Rivers (for Andrew Shifflet), Oggie Trifonov, Irma Van Scoy, and Lynn Zoch

**Graduate Council members absent:** Satish Jayachandran, George Voulgaris

**Graduate School Representatives:** Jim Buggy, Stan Dubinsky

**Provost Office Representative:** Aileen Trainer

**NOTE: These minutes will become final on November 12, 2007, if not challenged.**

1. **Chair's remarks** (Naomi Farber)

No specific remarks. Preferring to leave time for proposal at end of agenda.

## **Approval of minutes (Minutes of the September 24, 2007 meeting)**

Should read “with Dr. Naomi Farber presiding”. Approved by acclamation.

### **2. Report of the Graduate Dean (Jim Buggy)**

Introduced and welcomed new GC member, Lucia Pirisi-Creek, Professor of Pathology and Microbiology. Dr. Pirisi-Creek spoke briefly about her current roles at USC.

Last week had two thesis/dissertation workshops by coordinators. First was imperfect, second went better. Discussion of online title page form was had. Naomi Farber noted that her students found the workshops to be helpful.

Theresa Smith has been hired as a new GS staff coordinator for coordination of GC matters.

In August, President’s office and Board of Trustees made inquiries about the status of graduate applications. In both instances, the students had applied significantly after the deadlines. In looking into the cases, in each case it was difficult for the program to know that they had applied ... they were never “evaluated”.

Provost’s office inquired after an 11% decline in masters enrollments. IAC does not have data yet, which might allow a more detailed assessment of facts.

Following week, IPS asked about a 13% decline in International enrollments.

Then, Dean of Public Health informed the GS about a Clemson initiative that will support 60 new doctoral students at 12-15K/year to be matched by units. This will be a program that will offer 3-year awards and will continue for at least 3 years. Also includes a \$1000 health insurance subsidy. Total of \$7.25 million in support. (handout distributed) This was compared to our current USC Grad School support for various types of student support (travel, recruiting, minority recruiting, awards, etc) that totals about \$560,000 (handout distributed).

(Aileen Trainer noted that the money for Clemson program comes (in part) from Public Service funds that are restricted to land grant universities.)

Graduate applications come through GS to programs, which then determine admissions and support (as is appropriate). As a consequence, we don’t have a comprehensive recruiting strategy at the university.

One instance: who would represent the university in Libya this fall for the new Gaddafi Foundation Fellowship Program? Various programs in CAS and Engineering wished to be represented, and each put in funds to represent the university there.

There is not a dedicated budget or staff in the GS for comprehensive recruiting strategy and effort. Dean Buggy plans to address this issue with the Council of Academic Deans. Another issue is our current application process, which involves our on-line application. Our system is now fairly outdated and not adequately supported. There are many shortcomings in this system. Possible improvements would be the OneCarolina system, but that is several years away. Also possible is a Datacube, which UTS can help bring on-line in another year. Another possibility is another independent software package which could be brought in earlier. Programs that create a recruiting database on their own can get a handle on this, but there is no university-wide help for it.

For recruiting to be effective, the programs must be involved. It would aid them if the information were predigested and easily available. (Lyn Zoch suggests that “having things in one place” would make a difference.) Dean Buggy would like to get input from GC members on how to do more effective recruiting.

Xiaomin Deng: It is important for the university to project a positive image. But the most important factor is personal recruiting by the units.

Irma VanScoy: The availability of funds is an important factor in getting good applicants to come.

Jim Buggy: What is the proper balance between doctoral and masters education? If research office’s focus on doctoral education eliminates support for master’s education, then the revenue-generating potential of masters programs may be lost.

Lucia Pirisi-Creek: Biomedical doesn’t have the funds to recruit broadly and must focus on specific areas.

Lynn Zoch: Mass Communication would like to be able to participate in broader recruiting efforts, since they lack the staff to do so.

Aileen Trainer: Doesn’t see efforts in enrollment management in the university. It is important to determine where the university wishes to see growth occur.

Jim Buggy: Hard to favor one program over another at this university. The GC Program Review committee might, in addition to other things, help to find out each unit’s enrollment goals. Another goal will be to be able to manage the applications that we have through the new CRM programs ... will hopefully be in place by January.

JoAnne Herman: Marketing (of graduate programs) is a specialized task that needs specialized skills. No one unit will have enough money to support it. The name “USC” needs to mean something vis-à-vis graduate programs, and not just “football”.

Aileen Trainer: EGC is the only unit that has any budget for marketing, and then only \$70,000.

Jim Buggy: At some point, the university must understand that it can’t be all things to all people, and determine (recruiting-wise) where it wishes to go. A program’s webpage should be usable. The Program Review committee should be looking at this.

Bill Rivers: Need to consider websites with multiple audiences (students, faculty, etc).

3. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Zach Kelehear)

No report.

4. **Report of Science, Math, and Related Professional Programs Committee** (Oggie Trifonov)

No report.

5. **Report of the Petitions and Appeals Committee** (JoAnne Herman)

No report.

6. **Report of the 500/600 Level Courses Committee**

No report.

7. **Other Committee Reports**

None.

8. **Old Business**

None.

9. **New Business**

1. Proposal to change Graduate Council Manual from:

“B. MEETING SCHEDULE

Graduate Council meetings are scheduled every two weeks during the academic year (currently the second and fourth Mondays at 2:30pm), and special meetings can be called by the Chair or upon the request of any three members...”

To

“B. MEETING SCHEDULE

Graduate Council meetings are scheduled once every month during the academic year (the second Monday of the month at 2:30pm), and special meetings can be called by the Chair or upon the request of any three members...”

Discussion was had over the advantages and disadvantages of this proposal. Jim Buggy suggested that he was in favor of any change that would result in more substantive work by subcommittees. Irma VanScoy noted that the second monthly meeting slot should still be reserved for needed meetings, so that people will have it on their calendars. The parenthetical part of the proposal was revised by friendly amendment, so that the revised proposal reads:

“B. MEETING SCHEDULE

Graduate Council meetings are scheduled once every month during the academic year (**typically the second Monday in each month at 2:30pm, and exceptionally on the fourth Monday of the month**), and special meetings can be called by the Chair or upon the request of any three members...”

Seconds by Oggie Trifonov and William Rivers.

Approved unanimously.

2. Letters of concurrence and rationalization of efforts to avoid duplication and inter-program conflicts.

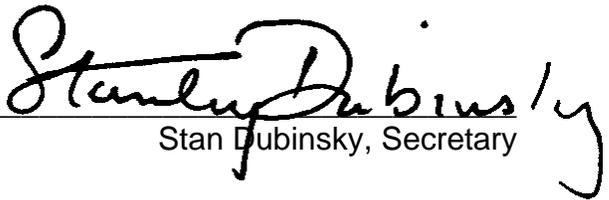
Referred to Policies and Practices for a recommendation.

10. **Good of the Order**

The order is good.

11. **Adjournment**

Adjourned at 4:20pm

  
Stan Dubinsky, Secretary

c:

President Andrew A. Sorensen

Provost Mark P. Becker

Deans

Department Chairs

Graduate Directors

Barbara Blaney, University Registrar

Jodie Morris, Office of the Registrar

Gail Stephens, Office of the Registrar

Thom Harman, University Publications

Nancy Floyd, Office of Institutional Assessment and Compliance