

University of Arkansas at Little Rock
Graduate Council Minutes
September 3, 2014

Members Present: Karen Kuralt, Roger Dorsey, Kent Layton, Gaurav Kumar, Jim Grover, Michael DeAngelis, Tansel Karabacak, John Siegel, Gail Hughes, Marjorie Williams-Smith, Brian Berry, and Emily Davis.

Members Absent: Coskun Bayrak, Vickie Edwards, and Shaun Thomas.

Others Present: Dana Steele, Larry Beachler, and Paula Casey.

Meeting called to order at 2:04 p.m. by Dr. Kent Layton.

Announcements

- This year, the agenda for the next meeting and the minutes from the last will be emailed out to all GC members on the Thursday before the GC meeting.
- All GC members will now have access to all subcommittee Google folders.

Old Business

Minutes from 8/20 approved.

New Business

- The report from Dr. Hunter has been moved to the next GC meeting.
- Neither the Curriculum Subcommittee nor the Personnel Subcommittee met this week; nothing to report from either.

Dean's Report:

- The GS is still working on a new way to process graduate admissions; the old server that housed the file share program has failed.
 - Image Now will be the main means of sharing application files with coordinators now.
 - In addition to using Image Now on campus, coordinators will also be able to access the program via Web Now remotely.
 - The GS is going to set up computers with Image Now installed in one of the GS's study rooms. Coordinators will be able to come review folders on these computers and get Image Now support from the GS staff.
 - Issues with lack of wide availability and committee access for the program are still being worked out.
- Larry, Dana, and Emily are working on a new, thorough, automated series of emails to be received by applicants. This will help us contact all new applicants more efficiently and correctly.
- The GS has launched a new online orientation, and it is going well. Current participation count is 306 students. Deadline is September 30.
- Enrollment is down about 6% from last year.

Open Forum

Dr. Layton: wants to pursue ways the GC can help improve enrollment

- Requested that Larry bring data on program and college enrollment and application statistics to the next GC meeting. Also requested data on the difference between applicants admitted and applicants enrolled, as well as the stipend/award average by college/program.
- Discussion about GA payment awards to programs ensued.

Dr. Hughes: voiced a concern that programs might need greater knowledge about and understanding of the rules for international students, such as the restrictions on the number of online classes they can take, to avoid scheduling and student success problems.

Dr. DeAngelis: EIT has a few questions/concerns.

- TOEFL/IELTS requirement: can the requirement be waived if a student is coming from a university at which English is the language of instruction?
 - Answer: yes, sometimes. Check the Graduate Catalog for details; the Graduate School generally makes waiver decisions on a case-by-case basis.
- Conditional admission:
 - EIT is interested in multiple changes to the conditional admission rules, including changing the term of condition from 12 hours to 9 hours.
 - Dr. Berry brought up that, since retention is a major concern, we should look at whether conditional admission helps or hurts retention.

Dr. Berry:

- Raised the issue of the faculty workload involved in directing GAs; more work is often required of faculty than is being suggested in the Instructional Load Policy.
 - The Faculty Workplace Task Force may discuss this issue; the above policy also needs to be generally updated.

Dr. Layton: suggested that the GC begin forming ad hoc committees, perhaps at next meeting, to work on the issues raised today.

Meeting adjourned by Dr. Layton at 3:16 p.m.