

Graduate Studies Council Meeting Minutes

Thursday, February 19, 2019 at 12:30 p.m.

In attendance: Drs. Mickey Blackwell, Robin Broughton, Paige Carney, LeighAnn Davidson, Gerald Hankins, Richard Hiles, Richard Ford, Kumara Jayasuriya, Michael Pennington, Aaron Settle, Robert Wallace, Emily Waugh, Naveed Zaman, Ali Ziyati and Tosin Akinsipe (Graduate Student Association)

- Minutes for meeting of January 10, 2019 – Revision made to International Students’ admission process under New Business – “*New International Students need to go through Richard Hiles first...*” Moved to approve revised minutes by Emily Waugh, seconded by Robin Broughton
- Agenda for meeting of February 19, 2019 – Moved to approve by Emily Waugh, seconded by Robin Broughton

Announcements:

- Matt Bradley requested permission to observe and take field notes for his Educational Leadership Doctoral program. The GSC voted and approved his request.
- Paige Carney gave updates on remodeling project in Wallace 622 and 623.
- Tosin Akinsipe announced the Leadership Conference hosted by the Graduate Student Association on Friday, March 8, 2019. Guest speakers will be present, and lunch will be provided.

Old Business:

- GSC members listing and contact information – Robin Broughton’s new email updated on the GSC membership spreadsheet; Criminal Justice will not have a faculty representative
- Graduate Student Association Meeting update – The GSA has met once this semester. The Leadership Conference on March 8 will be the next GSA meeting.
- Website updates – All current minutes are on the Graduate Programs webpage under “Graduate Studies Council Minutes.” The GSC may send graduate updates/awards/honors to be posted on the website. Links will be added to Graduate Programs and Graduate Studies Council on the A-Z Index.
- Graduation Procedures/Diplomas – The deadline to apply for May graduation was February 8. Richard Ford mentioned the procedure for Biotech graduates who are writing their thesis the semester of graduation and are not enrolled in classes. Registration questioned why a potential graduate was not enrolled in classes. This procedure may have to be examined to check if students (international, especially) need to be actively enrolled in classes the semester of graduation. Richard Hiles will look into this.
- GSC Meeting dates – Revised date for next meeting – Wednesday, March 13, 2019.
- Computer Science updates – Provost Jayasuriya visited India to recruit for the Computer Science program and collected 120 applications which are currently being process (visas, etc.). The importance of international recruitment was stressed. Robin Broughton asked if scholarships were available to international students, explaining that international students interested in

Media Studies program do not always apply when they realize there are not available scholarships. Provost Jayasuriya shared that the top WVSU scholarships (\$6,000) are not available to international students, who pay upwards of \$17,000 for tuition and additional fees. Naveed Zaman also provided the update that faculty are being interviewed for the Computer Science program.

- Standard TOEFL and other required scores – Some departments have not settled on standard required scores for international students yet. Biotech requires an IELTS score of 7. Media Studies requires a TOEFL score of 550, plus a Skype interview with international applicants. The Provost suggested confirming a conditional admission for international students prior to the Skype interview. MPA requires a minimum TOEFL score of 500 and IELTS score of 6.

New Business:

- Annual Plan and Due Date – Annual Reports will be emailed to GSC. The due date is May 2019.
- Undergraduate Research Day at the Capitol, February 26, 2019 – A table to recruit specifically for graduate programs will be set up at the Undergraduate Research Day at the Capitol. Representatives from graduate programs may provide recruitment material and be present at the table throughout the day.
- Media Studies Application Updates (see attached) – A GRE score is no longer required for applicants. A written essay will be submitted instead. A minimum 3.0 GPA is required for admission. Media Studies students (international) may teach courses after their first semester.
- Recruitment and Enrollment – Recruitment efforts continue for all graduate programs. Provost Jayasuriya reported that undergraduate enrollment numbers are declining while graduate enrollment numbers are increasing.
- GSA Leadership Conference – More details were shared for the March 8 GSA Leadership Conference. This will be located in Keith Scholars Hall, and registration is \$10 per person. The GSA will double-check to make sure they are allowed to charge a registration fee.
- New Biotech Course – Richard Ford presented a new Biotech elective course to the GSC (see attached GSC Forms) – BIOL 564: Plant Biotechnology. This course will be offered in the Fall 2019 semester. Biotech elective courses are on either a one, two, or three year rotation. Ali Ziyati moved to approve the addition of BIOL 564. Michael Pennington seconded the motion.
Motion carried with full approval of the GSC.
- Other New Business – Aaron Settle asked about the status of a new admissions process for graduate students for the purpose of processing/admitting graduate applicants more quickly. Mickey Blackwell and Provost Jayasuriya shared that a new graduate admissions process and staff person would be in place for Fall 2019.

LeighAnn Davidson moved to adjourn; Aaron Settle seconded

Adjournment at 1:40 pm

Next Meeting: Wednesday, March 13, 2019 at 12:00 pm in Wallace 622