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Graduate Council Meeting Minutes and Reports

9-26-2022

2022 September 26 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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East Tennessee State University
Graduate Council Agenda
September 26, 2022 1:00pm

<https://etsu.zoom.us/j/88004631275?pwd=VIZWaEl1L0x6NDV3b1Bncmw5aVJXUT09>

Passcode GC2022

- A. Review Minutes
 - a. Approved by Leslie McAllister, seconded by Patrick Bradshaw
 - b. Curriculum Subcommittee
 - i. Lisa Haddad approved
 - ii. See attached
 - c. Faculty Subcommittee
 - i. Approved
 - ii. See attached

- B. Continuous Enrollment Discussion
 - a. Dr. Leslie McCallister: proposes an exception for psychology students to not be continuously enrolled after completing dissertation if internship is all that is left. Reflected from UTK policy.

- C. Outside Observer Process and Responsibility
 - a. See below
 - b. Review of process and expectations by Dr. Sharon McGee, emphasis on not to overstep responsibilities.
 - c. Dr. Wendy Doucette asks about procedure for defense committee. Possibility of creating baseline expectations and duties for thesis defense councils campus wide.
 - d. All outside observer forms are reviewed by Dr. McGee after submission to ensure fairness and job is met.

- D. Graduate School Updates
 - a. Dr. McGee
 - i. Census: 2,422 down 3 from last year. 200 deferrals. 15 Leaves of Absence.
 - ii. 2-3% yield on West African applicants.
 - b. Dr. Bartoszuk
 - i. Presentation – Graduate Student Success Specialists.
 - c. Dr. Kirkby
 - i. ~2000 applicants, ~800 offers, ~300 I-20's, ~60 interviews in time to start (International)

- E. Updates from Shadow Team
 - a. No updates, training upcoming, review next meeting.

- b. Dr. Nick Hagemeyer – help needed for staff, funding slightly down from last year
- c. Dr. David Currie – Masters of Applied Data Science. New product in the works for students to have greater computing power for academic work.

F. Questions/Concerns

- a. No last minute questions.

G. Next Meeting October 24, 2022

Outside Observers for Thesis and Dissertation Defenses Information for Faculty

All members of the East Tennessee State University graduate faculty have a responsibility to serve as outside observers for thesis and dissertation defenses. As objective representatives of the graduate faculty, outside observers report to the Graduate School on the fairness and rigor of thesis and dissertation defenses. Outside observers are not members of the defense committee; therefore, they do not read and comment on the draft of the thesis or dissertation nor do they participate in the deliberations or vote on the outcome of the defense. Instead, they read the abstract provided and attend the entire defense, including any committee deliberations, and report on the process used.

The outside observation confirms that the university's procedures are properly followed, that students are treated fairly, and that the rigor of graduate defenses/presentations are appropriate to the degree sought. Furthermore, the outside observation contributes to the university's scholarly community, builds connections across disciplines, and provides an opportunity for graduate faculty to learn about the scholarship done outside of their area.

The outside observer provides details of the defense on an electronic form that is submitted to the Graduate School. The Graduate Dean reads and reviews each outside observation form submitted. Outside observers will receive an email noting their service that can be included in their annual Faculty Activity Report and/or tenure and promotion materials.

Suggested Rubric for Outside Observers

	YES	NO	Comments
Did all members of the dissertation committee participate in the defense?	Yes – all members of the dissertation committee participated in the defense appropriately	No - not all members of the defense participated in the defense: (List who did not)	
Were the questions asked of the candidate appropriate for the topic of the thesis/dissertation?	Yes – all questions asked of the candidate were appropriate for the degree earned.	No - not all the questions asked of the candidate were appropriate for the degree earned.	
Was the student able to effectively respond to the questions asked by the committee?	Yes – the student was able to effectively responds to the questions asked by the committee.	No - the student was not able to effectively respond to the questions asked by the committee.	
Was the organization of the defense appropriate for the degree earned?	Yes – the organization of the defense was appropriate for the degree earned.	No - the organization of the defense was appropriate for the degree earned.	
Was the length of the defense appropriate for the degree earned?	Yes – the length of the defense was appropriate for the degree earned.	No – the length of the defense was appropriate for the degree earned	