

**Approved**

**Graduate Council of the Faculty Senate, ISU  
Organizational Meeting Minutes  
Wednesday, September 7, 2011  
Holmstedt Hall, room 286  
2-3 PM**

Present: Stan Buchanan, Jolynn Kuhlman; Jay Gatrell; Harriet Hudson; Susan Yeargin;  
Larry Tinnerman; Will Barratt; Elizabeth O'Laughlin; Elaina Tuttle; Debra Mallory,  
Dorothy Yaw

Guest: Ken Brauchle

- Call to Order: convener Stan Buchanan at 2:05pm
- Adoption of Agenda: Approved by consensus
- Election of officers for 2011-12
  - Chair: Stan Buchanan
  - Vice Chair: Liz Brown
  - Secretary: Susan Yeargin
  - All approved 11-0-0
- Approval of minutes for 4/20/11
  - Approved 3-0-4
- Reports:
- Chairperson
  - Review of charges sent from executive committee (referred to Jolynn Kuhlman)
  - Chair will extend an invitation to attend council to each college's dean to have equal representation at the council
- Faculty Senate Liaison review of charges for the academic year: Jolynn Kuhlman
  - Review the curricular process
  - Review forms to be in line with the commission report
  - Look at enrollment reports of the various programs
  - Address Distance Education Report
  - Consider Dreiser Nominations
  - Discussion of Assessment
- Administrative (CGPS, Dean Gatrell)
  - Enrollment Report: The highest FTE's, but headcount dropped slightly.
  - Possible reasons: Nursing ceased enrollments until July which accounts for some of the small drop in numbers. Fewer admissions at the non-degree level (teacher education and nursing). Nursing is reaching capacity for student numbers per faculty which is affecting it's growth which

directly impacts the growth of the grad school, particularly within headcounts. The dean noted several programs have had observed declines over the past 3-5 years and the issue of program review will be revisited this year as outlined in the Senate charges to GC

- The challenge is placed upon the department's recruitment efforts. The internet presence is vital more so than at graduate fairs. Anecdotally, students are not attending fairs. They are more likely to be referred through an advisor, website recruitment, and social networking. GradSchool.com, we do not pay for this service. It is a third party service that we are involved in aggregate information by default.
- The university/CGPS will putting funds into Facebook marketing. A marketing effort through "impressions" on Facebook will be used in the coming year. Have everything on "Talisma" to track department's contacts, responses, and response types is in the near future
- Graduate Student Representative(s)
  - GSA has been contacted recently through email to select and send 2 representative (typically 1 masters and 1 doctoral student). Larry Tinnerman will follow up with this request.
- Old/Unfinished/Ongoing Business
  - None forwarded
- New Business
- Discussion of Distance Ed Taskforce's Guidelines for Administering Distance Education (Ken Brauchle)
  - A major survey of distance ed students and faculty to gather information to improve the distance education was conducted last year. The Provost asked for a Taskforce to design guidelines for distance education standards. Communication was the primary issue that arose from the survey results. The taskforce charge was to develop and provide guidelines and expectation of students and faculty that use distance ed.
  - The Grad Council has been asked to read, comment, and provide a recommendation of the document that the taskforce has created. The council will read before the next meeting and discuss at the next meeting.
  - Multi-state agreements involving distance ed students and students completing clinical/internship requirements are a concern that the university is trying to address in a case by case assessment.
- Nominations to the President
  - Dreiser: Elaina Tuttle. Approved 8-0-0
  - Athletics: Susan Yeargin and Larry Tinnerman. Approved 8-0-0
- Other new business
  - Next Meeting September 19<sup>th</sup> at 2:00-3:00
  - Liz will find a room in College of Education
- Adjournment
  - 8-0-0 at 3:00pm