



MINUTES

September 29, 2011

Discussion Items

1. Policy 6-309

Chuck Wight, Dean

How to achieve orderly dismissal of an RA, GA, or TA. Students have the right to complete a program if they are in good academic standards that are published by the department. Students, however, do not have the legal right to support as a teaching assistant or research assistant. If a promise is made for one year of funding, you have no obligation for future funding. Departments should have departmental policies in accordance with this policy. For Post doctoral students, the Graduate School's Post Doctoral Office has a tool kit online. There is a template for a letter for offer and recommendations. Any early dismissals done in a disorderly fashion can cause some lawsuits.

2. Completion Rates

Chuck Wight, Dean

The median time to a Master's degree is about 1.7 years and is remaining constant. Graduate is just around 70% for 3 year master's. These rates vary greatly from college to college. As of now, we are in the lower part of the PAC 12 for undergraduate degree completion rates, but are doing good on the graduate side.

3. GRE Revised Test

Chuck Wight, Dean

The scoring has changed from 200-800 to a new scale from 130-170. This new range makes any one-point difference in scores meaningful. The old and new scores will be given with each test result for the time being.

4. Graduate School Survey

Chuck Wight, Dean

In August, an invitation was sent to summer graduate students asking them to participate in a short survey evaluating the Graduate School. Students reported who they worked with, how they would rate their interaction with the Graduate School and any additional comments they would like to add. Many of the comments left by students pertained to a particular program or department. We encourage departments

to survey their students to examine their experience. Andrew Saunders from the Graduate School can help your department set up a survey so you can continue running the survey and pulling reports. If you have a clear sense for what you will be doing with the information you receive, you may want to seek a third party to help with exit interviews and surveys for students and alumni to better improve your department.

5. Goals Within The Graduate School

Chuck Wight, Dean

The first goal of the Graduate School was to complete a post graduation survey. The survey will be sent out every semester to graduating students.

The second goal is to increase and improve the way we do our recruiting and application to graduate school. This year we want to increase the number of applications by 10%. We can do this by making it easier to apply. With ApplyYourself, students can see the status of their application and update it at anytime. Departments should make sure their website is up to date and any old application information or process should be taken down. As far as recruiting, we can take advantage the GRE process. We can purchase contacts from GRE by score, ethnicity, etc. The Graduate School will purchase some lists, but we want departments to really use this information. Call students up but do not do a generic email blast. You can contact Sweeney Windchief to get a list of 30-40 students to recruit to your program, if you want to do this on a more general way, we can work with you to use this same tool to increase the applicant pool for all students. Be realistic in your selection, students with a perfect score will most likely be attending Stanford or MIT, but look at your own students now and see what their scores were and go a notch above and try recruit them. The Graduate School will help in sharing the cost for these lists. For an experiment, pretend you are a student applying to your program. Is it easy to get to your website, is it obvious how to apply? Do you have a link to ApplyYourself on your website? How burdensome is it to apply to your program? Make sure the process makes sense to you.