

GRADUATE ADMINISTRATORS' COUNCIL MEETING

Thursday, May 12, 2022

8:30am – 10:30am

Via Zoom Meeting ID: <https://odu.zoom.us/j/92937685226?from=addon>

Attendees: Bryan Porter, Missy Barber, Robert Wojtowicz, Renee Felts, Megan Corbett, Dale Miller, Wie Yusuf, Humberto Portellez, Dorothy Lockaby, Ted Farmer, Linda Bol, Bill Heffelfinger, David Cook, Karen Eck, Matthew Schmidt, Regina Karp.

Welcome

Bryan Porter welcomed attendees.

Approval of Minutes

The minutes for April 14, 2022, were approved. Move to approve - David Cook first, Linda Bol second.

Announcements

- Summer Awards Update.
- Graduate Administrators' Workshop Update – Tuesday, May 31, 2022, from 10 am-12noon. RSVP to www.bit.ly/ODUGAW2022 by Friday, May 27, 2022.
- Nominations are currently being accepted for the Alumni Scholarship, Meredith, and Graduate School General Scholarships. The submission deadline is Friday, June 10, 2022.
- REMINDER: Do not forget to update all IP and II grades when certifying students for graduation.

New Business

- Enrollment Update (Jane Danè)

Jane reported that summer enrollment is up .14% over last year in HC and ahead of 4.1% over 2020. For the summer, graduate applications went down 13% while admits rose by 5%. Registrations dipped by 3.6%. She asked for help in increasing summer admissions. Registrations for the fall rose 5.9% over fall 2021 and down 6% over fall 2020. Admits rose 19% for fall and registrations fell 6.2%. She reminded everyone to look at their dashboard which allows everyone to monitor their own college/department. In the breakdown for fall, headcount rose by 82 students and up 51 for FTE.

- Career Pathways (Wie Yusuf)

Wie opened with thanks to everyone for supporting the return of Career Pathways. She announced that this year the primary focus will be career exploration. They recently held a two-part series called the Publishing Academy which helped students pick the right journal for publishing and understand the submission guidelines. They helped them track, disseminate, and more. She asked those in attendance for help in disseminating the events that Career Pathways is creating. She also let everyone know that they now have a [YouTube channel](#) where they are posting informative videos.

- CGS Graduate Survey Results (Megan Corbett)

Megan reported that the CGS Graduate survey went out to 3,544 current graduate students that had been at ODU for more than one semester. They received 444 completed responses (12.5%). The level of graduate students who responded to the survey split at 39% doctoral and 57% master's, with just a few selecting education specialists and certificate students. Of the 253 master's students, 81% selected non-thesis. The highest response rate came out of education with sciences coming in second. Megan stressed that the survey's statistics have not yet been fully analyzed and she was offering just a brief overview. There were seven questions on the Likert Scale with most of the answers coming in as either

GRADUATE ADMINISTRATORS' COUNCIL MEETING

Thursday, May 12, 2022

8:30am – 10:30am

Via Zoom Meeting ID: <https://odu.zoom.us/j/92937685226?from=addon>

very satisfied or satisfied but did not go into specifics per college as they had not delved that deeply into the statistics yet. She pointed out that they were toying with the idea of creating a dashboard that would enable them to filter the data and focus on colleges and departments. She also mentioned that the university falls into the satisfied or very satisfied sectors. Megan also mentioned that if anyone were interested in seeing the report, her department would share the PowerPoint presentation. Robert asked if this survey could be repeated on an annual basis and Megan responded yes, especially since the survey excluded those who had only just begun graduate school and were in their first semester, they would be eligible to participate in next year's survey.

- CGS Survey – Bryan Porter

Bryan gave a brief overview of the CGS fund that surveys exiting master's students after completing their degree. The survey will be sent out after each graduation semester over the course of the next three years. He said that of the 513 that graduated this May, approximately 100 of them answered the survey. The purpose of the data collected is to help build curricula, meet market needs, etc. Bryan said he is working on the grant with Megan, and they have decided to survey the summer students this year as well. It is slated to go out sometime in July.

- GPD Survey – Bryan Porter

Bryan said the Graduate School was grateful for the response rate from the graduate program directors who participated in the stipend survey sent out across the colleges. He commented that the data collected would go into a report the Graduate School is compiling for the President's Office. The objective is to raise stipends for master's and doctoral students bringing the sum in the ballpark of \$4 million dollars.

- Thesis & Dissertation Guide – Bryan Porter

The Graduate School will be meeting with the creators of ODU's Thesis & Dissertation Guide with the objective of finding a way to incorporate the use of other software without compromising the ODU brand. Bryan mentioned that the objective of the upcoming meeting is to find a viable solution to the interpretation and implementation of the guide without leaving any of the disciplines out.

Announcements

- Summer Awards Update – Bryan Porter

Bryan noted that there were 40 confirmed applications and the highest number of applicants in the history of the program. There were 8 reviewers to review the submissions. Bryan also mentioned that while the program usually awards 10 awards, this year they were able to award 13 at \$3K a piece. The money is to fund the student for six weeks to focus on their research and they are not allowed to be funded by any other source during that period. The breakdown: SC – 13, AL – 2, ED – 2.

Regina Karp asked whether the funding rule is an ODU policy and Bryan confirmed yes. He and Robert went on to explain that students cannot receive a salary from ODU, a grant, or a sponsorship. Robert also mentioned that the summer award program was set up to fund students in colleges like ED, BU, and AL, where summer funding is scarce.

GRADUATE ADMINISTRATORS' COUNCIL MEETING

Thursday, May 12, 2022

8:30am – 10:30am

Via Zoom Meeting ID: <https://odu.zoom.us/j/92937685226?from=addon>

- Graduate Administrators' Workshop – Missy Barber

Missy confirmed that the workshop will take place on May 31 and will be conducted via Zoom from 10 am – 12 pm. An official email would be sent containing the registration link.

- Meredith, Alumni & Graduate School Scholarships – Missy Barber

Missy said they are accepting all nominations for the scholarships and reminded everyone that the deadline will be Friday, June 10.

- Graduation Reminder – Missy Barber

The Registrar's Office asked the Graduate School to help remind everyone when certifying students for graduation to ensure that any P or W grades are updated.

- Reverse Engineering of Carnegie Research Data - John Nunnery

John Nunnery explained how ODU acquired the Carnegie Classification R1 Status with the following presentation. (PowerPoint attached)