

Doctoral Advisory Committee Meeting
Minutes
February 12, 2007

Present: Muehsam, Conroy, Edmonson, Price, Watts

I. Approve Minutes

The minutes from the January 22, 2007 meeting were approved.

II. Self-study Guidelines

After reviewing other universities' Graduate Program Review Guidelines, the Committee prepared a draft version of an outline for SHSU's graduate programs self-study guidelines.

I. Introduction (Program Profile)

- A. Mission of Program
- B. Competencies and Curriculum
- C. History of Program
- D. Grievance Policy (Are Administrative processes and policies in place?)

II. Curriculum

- A. Accrediting Standards
- B. Rigor
- C. Description of Comps and Dissertation Processes
- D. Comparisons to Peer and Aspirations Uniqueness

III. Faculty

- A. Credentials
- B. Awards and Recognitions (Are credentials properly aligned with curriculum?)
- C. Diversity of Faculty

IV. Resources

- A. Facilities
- B. Student Funding
- C. Technology
- D. Faculty Travel
- E. Clerical Support

V. Assessment

- A. Student Learning Outcomes
- B. Employment
- C. Alumni Surveys
- D. Employer Surveys
- E. Outside Reviews
- F. Student Publications and Presentations
- G. Time to Completion (student profiles)
- H. Completion Rate

It was suggested that the Committee look at John Carroll University's website for guidelines, as it has links to other universities' self-study guidelines. The next meeting will focus on outline verbiage.

III. Miscellaneous

We have a new code for the 10 week summer program.