

Doctoral Advisory Committee Meeting  
Minutes  
February 12, 2009

Present: Muehsam, Conroy, Edmonson, Hoover, Nichter (for Dr. Watts), Price, Zientek

I. Approve Minutes

The minutes from the meeting of November 3, 2008 were approved.

II. THECB's 18 Doctoral Characteristics

The Graduate Education Advisory Committee (GEAC) a sub-committee of the Texas Higher Education Coordinating Board (THECB) will be meeting this month. One of the agenda items put forth will be whether or not the 18 Doctoral Characteristics should follow the same template for all programs. The Doctoral Advisory Committee members agree that each wants to create their own templates. As vice-chair of the GEAC, Dr. Muehsam will suggest to the committee that there not be one template for all to follow. He will also discuss with GEAC whether or not calculations for publications should be those submitted while the student was at SHSU or whether or not they should be counted if the student was still working on the publication with the advisor after graduation. Dr. Muehsam will report back to the Doctoral Advisory Committee members after the meeting with GEAC.

SHSU's 18 characteristics of doctoral programs will be posted on the Graduate Studies website with links to the different doctoral programs for more information. The Committee will create a style of which format to present information. This will be discussed at the next meeting.

III. 3 Year Reviews

Per THECB, all new doctoral programs have a 3 year review policy. SHSU's doctoral Reading program is up for review.

This item will be discussed further at the next meeting.

IV. Raising Image

What can we do to raise visibility of quality of SHSU's doctoral programs to future students and prospective faculty members? The Committee agrees that we need to increase our websites for visibility. This year, all websites will be reviewed by an outside consultant through Computer Services.

Dr. Muehsam will review all the doctoral program websites and discuss with the Committee. The members will come up with a list of concerns for him to take to the Council of Academic Deans (CAD) for assistance.

The Committee agrees that the issue of raising awareness of graduate programs to undergraduates should be presented to the Graduate Council for discussion and recommendations.

V. Miscellaneous

Policy provides acceptance of non-faculty members to serve on thesis/dissertation committees. Dr. Muehsam will create a form to complete to request outside members to serve on these committees.

At the next meeting, the members will discuss the issue of thesis and dissertations not having letter grades. The Committee will make their recommendations to the Graduate Council