

Doctoral Advisory Committee Meeting  
Minutes  
November 3, 2008

Present: Muehsam, Conroy, Edmonson, Hoover, Olson, Price, Watts, Zientek

I. Approve Minutes

The minutes from the meeting of October 6, 2008 were approved.

II. Review Graduate Faculty Status Policy for Possible Revisions

The question was asked if a new faculty member was qualified to chair a thesis/dissertation committee. The Committee agreed that if the faculty member has a temporary status, then they must be a co-chair. If the faculty member no longer has a temporary status, then it is not required that they be a co-chair first. Dr. Muehsam will present this information to the Graduate Council.

III. THECB's 18 Doctoral Characteristics

The Committee reviewed the doctoral programs' characteristics.

- Characteristic 1 – “Number of Degrees Per Year”

It was agreed that the three most recent years, plus the average of all three years, would be presented. If a narrative is necessary, it would be presented after the data.

- Characteristic 2 – “Graduation Rates”

The Members agreed that the rates would be presented as a number and a percentage listed by year.

- Characteristic 3 – “Average Time to Degree”

The Committee really liked COCJ's tables in this step. It was agreed that the names of the graduates would not appear. The averages would appear on the bottom of the tables.

- Characteristic 4 – “Employment Profile”

The Committee did not see why the categories “industry/professional” and “government” should be separate. They feel that students only want to see that graduates gain employment and that these categories were related. No names should be listed in the tables, and there should be a category for people who are not seeking employment. If the graduate is not seeking employment or has retired, a narrative should be added after the table.

The Committee has agreed to discuss the remaining characteristics at a later meeting, especially the “Student Publications/Presentations” characteristic.

IV. Raising Image Ideas

This item was not discussed; however, Dr. Muehsam asked the Committee to think about this and bring their ideas to a future meeting.

V. Miscellaneous

The Committee would like for the Office of Graduate Studies to host a focus group to evaluate SHSU's Graduate Program websites. They do not feel that the current websites are good for recruitment.