

Doctoral Advisory Committee Meeting
Minutes
October 6, 2008

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

I. Approve Minutes

The minutes from the meeting of July 28, 2008 were approved.

II. THECB's 18 Doctoral Characteristics

According to the Texas Higher Education Coordinating Board (THECB), the 18 Characteristics of "Texas Doctoral Programs" have to be collected and posted on our website before Fall 2009. However, the target date is for all to be done by Spring 2009 to be ahead of the game. The characteristics have to be accessible through the Graduate Studies website. The template will be e-mailed to the members of the Committee for posting information pertaining to their specific doctoral programs. All drafts will be reviewed by the first of November 2008.

III. Outside Readers

At the present time, there is no University policy as to the composition of the dissertation committee other than minimum size. The Committee discussed this and agreed that the policy should remain as is which does not state that the dissertation committee has to include an outside reader.

The question was presented as to whether or not guidelines should be written for the role of the committee member. The members agreed that the system in place is functional and should stay as is.

IV. Academic Analytics

Each Committee member will submit a list of their core faculty which will be sent to Bill Savage of Academic Analytics to compare productivity with peer institutions.

V. Raising Image

The Committee was asked to think of ways to raise the visibility of doctoral programs to undergraduate students. There was discussion regarding the possibility of including some suggestions from SHSU's Marketing Director, Ann O'Meara.

VI. Miscellaneous

The proposed History doctoral program will once again be submitted to The Texas Higher Education Coordinating Board for review. Dr. Muehsam and Dean de Castro will write a letter to the Commissioner to accompany the submission. Dr. Ken Craycraft will present the proposed program to the Board for review.

On an annual basis, the Graduate Council will review all policies that have to do with SHSU graduate studies. The Doctoral Advisory Committee will be asked to give input on each of these policies.

The Committee was asked, "What do we need to address this year as a Committee to improve the quality of doctoral programs?" The Committee is to think about this and share thoughts with the members in future meetings.

Possible points of improvement are:

- Recruitment
- Research grants
- Websites (web designs cleaned up)
- Increase stipends (especially in Psychology program – has not increased in several years)