College of Education  
Graduate Studies Leadership Team (GLST)  
March 6, 2014


Secretary: J. Hanks

Discussion Items:

J. Lehman welcomed everyone to the last meeting of the calendar year and thanked everyone for attending.

1. Review Post-Ph.D. Questionnaire (J. Lehman/K. Dietz)
   The survey was developed by Kathy Dietz to go to recent Ph.D. graduates. It is based on the National Research Council’s Pilot Test of the Assessment of Research Doctoral Programs. After discussion, the consensus was to send a Qualtrics survey to all College of Education doctoral alumni with a known e-mail address who have graduated within the past five years. The Office of Graduate Studies will contact J. Jeffries of the Development Office to request e-mail addresses. Basic information will be requested on the survey with a couple of open-ended questions regarding state and national leadership positions and research productivity. Some of the basic information to be collected will be current occupation, primary responsibilities (teaching, curriculum development, engagement, learning, and discovery), and area of specialization.

2. Graduate Life Survey (J. Lehman)
   The survey on graduate life will be postponed for an additional year so the same students are not surveyed a second time. The results from Spring 2013 were shared in a faculty meeting by P. VanFossen. There were no explicit issues, but most of the concerns were items that the College of Education cannot control like the availability of office space.

   An on-going issue is office space, and the only solution is to build a new building. The students come to Purdue to study with specific faculty members or a group of faculty members. Space is not the overriding criteria for an advanced degree from Purdue, and Purdue has more space than many other universities across the country. Unfortunately, office space is landlocked. The survey started conversations and was a good baseline.

3. Office of Graduate Studies Client Survey Results (K. Dietz)
   The Office of Graduate Studies distributed an online customer service survey via the faculty/staff and graduate listserves in the College of Education in February, 2014. Largely, the responses indicated overall satisfaction with the Office. A couple of individuals had concerns with the processing of their applications, and a few had suggestions for website improvement.

4. Update on external reviews of Departments (P. VanFossen/A. Samarapungavan)
   P. VanFossen asked the committee to block out Wednesday, April 2 for a site visit. The time will be announced at a later date. The site visit will include meetings with J. Lehman and L. Mason. The EDCI self-study submitted was 96 pages, and P. VanFossen will share the template with members of the committee. The Office of Graduate Studies annual report was sent to the site reviewers and to L. Mason. The data from the report is reported annually and forms the foundation for decisions and feedback.
A. Samarapungavan is preparing to make contact with one possible reviewer, and needs additional reviewers. No one from the Graduate School has contacted her. A. Samarapungavan will try to secure a couple department heads and contact L. Mason for confirmation of the visit. P. VanFossen indicated he received as much information from R. Frisbie as he did from the Graduate School because the Graduate School only provides basic data like GRE scores and time to degree.

The external reviewers are required to write a report of approximately 10 pages. P. VanFossen will forward his information to A. Samarapungavan who will finish the EDST self-study during the summer for Educational Studies.

5. Fellowship/PRF Allocations (J. Lehman)
The College of Education received the same fellowship and PRF allocations as last year so the fellowship funding is remaining consistent.

6. Announcements (J. Lehman)
All non-thesis Master’s students will now receive an exit survey from the Graduate School. P. Pope is sending out the information, but to date, the Graduate School has not shared any of the data with the College of Education. M. Smith indicated that the Graduate School is working on an annual survey of graduate students to determine if they are making adequate progress.

At the last Graduate Education Association meeting an issue arose concerning grades for students in their final semester who have completed their exams. Some professors are forgetting to report grades for students taking 699 courses. A proposed solution is an automated final S grade indicating the course was passed and the appropriate thesis or dissertation was deposited.

The University has been evaluating the TOEFL score guidelines. A. Samarapungavan suggested not nominating students for recruitment fellowships unless the TOEFL exam is successfully completed at a recommended score. The Oral English Proficiency Program is suggesting a new passing score of over 100. Most of the issues are with students who have marginal English abilities. This proposed new passing score is in response to problems in the classroom, not in response to test scores.

7. COE Open House (K. Dietz)
The College of Education Open House did not have a strong response this year for attendance. H. Fiock and five other admitted individuals plan to attend. The general session will begin at 12:30 with a light lunch and conclude at 2:30. At that time program areas will host the students.

8. Other
a. T. Doughty and K. Dietz have been asked to participate on a Graduate School committee to evaluate course and degree approval processes used by the Graduate School. The evaluation process will be led by the Purdue Technical Assistance Program. The committee is composed of 12 to 15 faculty and staff across the West Lafayette and regional campuses.

b. The Graduate School’s electronic exam form system has been adjusted recently. J. Lehman raised the concern that needed signatures could fall through the cracks because the notification arrives by email, and faculty may not remember to go into the system and sign off. He recommended including an automatic reminder as part of the system.
• Next Meeting: Early Fall, 2014

• COE Open House for Summer 2014 and Fall 2014 admitted degree-seeking students: March 13, 2014 (afternoon)