2006-2007 Progress Report

Strategic Plan

Goal Four: Develop select graduate programs with a focus on regional needs

Action Step 1: Increase investment in graduate education:

1. Search for a new CJ faculty position has been successfully completed. A replacement faculty position search in Business is in progress; and the School of Education is near completing two faculty searches that will support its graduate programs, specifically the new Reading Specialization and Special Education/Advanced Certification.

1. With the implementation of the Master’s in Human Services in the Fall 2007, a search for a new faculty position in the Department of Behavioral Science is planned for the 2007 academic year with the position to begin in the Fall 2008.

2. The number of Graduate Assistants has been increased from four to eight, including one funded by the Office of Academic Affairs, one by Athletics and one by the Office of Student Affairs.

4. An analysis of revenues and costs of the graduate programs indicated that the current programs are fiscally viable and have a positive impact on the University’s budget. Our future efforts will focus on holding the Institutional Support costs steady while increasing enrollments and tuition fee revenues through strategic marketing. (Refer to Spreadsheet Reports).

Action Step 2: Ensure meaningful graduate educational experiences

1. and 3. The current programs have curriculums specifically developed to meet the standards of appropriate external accreditation bodies. This spring, the M.Ed. program will begin preparation for a Self-Study that will be thoroughly reviewed by the Graduate Council. This will be in preparation for a future NCATE Accreditation visit. Once the MBA has moved deeper into its course offerings, it is going to seek accreditation by the same governing organization that recently accredited the undergraduate business programs. The CJ program is moving towards appropriate accreditation. The M.B.A. program has been reviewed by a visiting team of the HLC, which is recommending full accreditation. The proposed Human Services program’s curriculum is being developed with the intention of achieving specialized accreditation.
1. The M.Ed., the MAT and the CJ programs have received full accreditation by the Higher Learning Commission of the North Central Association of Schools and Colleges (HLC).

1. The Graduate Council approved a new graduate faculty application which requires more information from the faculty candidate and supporting evaluation from the respective academic dean.

1. The Graduate Council approved a number of process documents created by the Dean of Graduate Studies that includes a formal appeal process for graduate students to use in case of a dispute with graduate faculty member, guidelines for theses, an improved graduate school application and a revised admissions procedures policy.

2. The Director of the Center for Teaching Excellence (CTE), the Dean of Graduate Studies and the VP for Graduate Studies met to discuss what was needed by way of professional development for both graduate faculty and graduate assistants. The following course of action was agreed upon:

2. The Director of the CTE is developing a workshop (possibly a series) for all graduate faculty members (as well as other interested FSU faculty) that examines the characteristics, needs and learning styles of adults, who make up the greater majority of our graduate students. These workshops will include an exploration of what expectations of graduate faculty and students are with regards to the university’s commitment to learning outcomes. Efforts will be made to integrate these development opportunities into the regular faculty development program as well as providing components online so that faculty members can complete work at their own pace.

4. The Graduate Council reviewed and approved a formal process for Graduate Program Review which requires all graduate programs to complete a self-study every five years that will be reviewed and evaluated by a subcommittee of the Council resulting in an action plan for the program.

5. The Director of the CTE is developing a series of workshops on the fundamentals of effective communication skills, research skills, and teaching skills for graduate. The plan is to offer first workshop after the mid-semester break.

**Action Step 3: Implement Best Practices in Graduate Support Services**

1. The VP for Graduate Studies attended the annual conference of the Council of Graduate Studies this December in D.C. He participated in pre-conference workshops on: the assessment of masters programs and the development of “professional master’s degree programs” (programs with integrated business leadership courses).
1. The Office of Research and Graduate Studies supported the participation of Don Moroose (Education) and Deanna Shields (Criminal Justice) in the HLC Assessment Workshop in July, 06, and will support the attendance of Jerry Carbo (MBA), Clarence Rohrbaugh (Human Services) and Gwen Jones (Education) at a future workshop in July of 2007.

1. Gwen Jones will be attending the Conference of Southern Graduate Schools annual meeting this March in Chattanooga.

1. The Dean of Graduate Studies will be attending the annual conference of the National Association of Graduate Admission Professionals in April for the first time.

1. FSU has taken the first steps in the process of becoming an institutional member of the Council of Graduate Schools. Membership is contingent upon the number of graduates in a specific time period.

1. Professional development for graduate faculty, while occurring within the given academic units, will become the focus of a more centralized effort. Some examples of the types of activities in which graduate faculty have participated are:

Becky Giorcelli – attended the Graduate Marketing Strategies workshop at FSU.

Roxann Humbert – attended a number of workshops on online pedagogy and learning technologies.

Budd Sapp – attended the annual meeting of the American Association of Colleges for Teacher Education. Additionally he is a board member of NCATE and Chair of an accreditation visiting team.

Don Moroose – attended the 3-day Grant Writing Workshop at FSU and the National Professional Development Schools Conference.

Scott Gines – completed the Executive Program of the Sports Management Institute.

Mohamed Khalil – attended the workshops of the International Studies: Globalization & Education Challenges for the 21st Century Citizen sponsored by FACDIS.

Diana Noone – attended the National Conference on Science, Technology and the Law.

**Action Step 4: Improve Services to working, adult graduate students. (Explore the use of cohort groups and specific advisors/communication methods for working with adult graduate students).**

1. The Dean of Graduate Studies and the VP for Graduate Studies are in the process of selecting the right commercially developed instrument to survey
recent/current graduate students with the goal of better understanding their level of satisfaction with graduate student services and program quality.

2. The Graduate Studies work group met to discuss the intent of this component of Action Step 4 and how to proceed to achieve it.

2. A graduate student has been added to the Graduate Council; and two graduate students have been added to the Strategic Goal Four Implementation group.

3. The Office of Graduate Studies is exploring the possibility of having extended hours in the Business Office, Financial Aid, the Registrar’s Office and the Advising Center to provide needed services to new graduate students. We will also examine the potential for providing online mechanisms for a number of these service needs.

**Action Step 5: Expand Graduate Education Opportunities**

1. The MBA program is operational with HLC accreditation expected by April, 2007.

1. The Program Proposal for an M.S. program in Human Services has been approved by the Graduate Council, the FSU Board of Governors, and the HEPC. The program will begin to offer courses in the fall semester of 2007; and we have already begun the process of seeking HLC accreditation.

1. The MBA Program Director, the Dean of Graduate Studies and the VP for Graduate Studies had conversations regarding a number of ideas post-baccalaureate certificate programs utilizing the MBA curriculum. Two certificate programs will be implemented in the fall semester of 2007.

1. We are finalizing a number of Accelerated MAT programs in preparation for beginning implementation in the fall of 2007. The Dean of Education is working to insure programs that are operationally possible for our better students to complete in a timely manner.

1. The number of graduate student applications is up from approximately 229 for the ’05 year (Summer’05, Fall’05 and Spring’06) to 394 fro the ‘06 year (Summer’06, Fall’06, Spring’07).

1. Graduate student enrolled in the Spring’07 is 340 with a Full Time Equivalent (FTE) enrollment of 171. The Spring’06 enrollment was 245 with an FTE of 117.

1. The enrollment in the CJ program has increased significantly this spring (60%) with the transition to online delivery of courses. In Spring’06 the total enrollment in three courses was 30 with a very uneven distribution from foundation to upper-level courses. This spring the enrollment in three courses is 49.
1. We graduated 18 students in spring, 2006; 18 in summer, 2006; and 23 in fall, 2006. Our single-year goal is 20; and our five-year collective target is 100 graduates per year.

1. The Office of Graduate Studies hosted a one-day workshop on Friday, Oct 27 on Graduate Student Recruitment and Marketing Strategies for the expressed purpose of more effectively promoting our existing programs to specific target audiences. The goal will be to not only increase enrollments; but just as importantly, to improve the quality of our admitted students. Program Directors have provided some avenues for contacting prospective students; and the graduate dean and VP of graduate studies met with the Program Directors in early Feb to discuss the initial allocation of marketing funds.

1. A working group, led by the Dean of the School of Fine Arts, the Dean of the College of Liberal Arts and the Director of the Honors Program has completed a preliminary market survey to determine the feasibility of a Master’s of Liberal Studies Program. They met with the VP of Graduate Studies to discuss the results of the survey, consider the nature of a possible program and agreed to continue explore options and solicit further input from faculty members.

1. The VP for Graduate Studies and the Dean of Graduate Studies organized a meeting with the Graduate Deans/Provosts of a number of colleges and universities in West Virginia to discuss possible alliances/partnerships for new and existing graduate programs. It was held at Flatwoods on November 15 and attended by FSU, Mountain State, WV Wesleyan, Wheeling Jesuit, and Alderson Broadus. Shepherd and Marshall expressed interest but were unable to attend. The meeting was very positive and agreements were reached to proceed with more discussions about taking some first steps within existing graduate programs.

1. The VP for Graduate Studies met with the Dean of the Eberly College of Arts and Sciences and the Associate Dean of Graduate Studies at WVU to discuss the possibility of establishing a partnership to create a number of 2+3 accelerated, dual degree programs. It was decided that we would continue to explore this option.

2. Online course fees generated by graduate courses are, in part, being utilized to support faculty development of new online graduate courses. Any graduate faculty member that is requested to develop a new online course is provided the developmental training and stipends associated with course design and first-time delivery that is given to faculty members developing online undergraduate courses.