

**Executive Committee of the Graduate Faculty  
September 13, 2007  
Bradley Hall Conference Room 247  
3:00 – 4:30 p.m.**

**Attendees:** Drs. Robert Bolla, Jobie Skaggs, Lori Russell-Chapin, Ed Sattler, Prasad Shastry, Bernie Goitein, Kelly McConnaughay, Kevin Finson, Fisher Stolz, and Jiang B. Liu.

**Absent:** Drs. Rob Rowe and David Zietlow.

**Guests:** Leslie Betz, Kathie Beaty, Lynne Franks, President Joanne Glasser, Provost and Vice President Peter Johnsen

**I. Motion to approve minutes from May 3, 2007 – 1<sup>st</sup> Lori Russell Chapin , 2<sup>nd</sup> Dr. Ed Sattler. Minutes Approved.**

**II. Addition to Agenda**

**III. Old business**

**IV. New business**

a) **President – Dr. Joanne Glasser**

President Glasser visited the ECGF meeting to become familiar with the Graduate unit. She stressed her interest in graduate side of the University as it compliments the quality of the undergrad side of the University. She would like to work with faculty and staff to define and focus resources. Currently, her focus involves graduate stipends and assistantships, marketing, and the Capital Campaign. Dr. Bernie Goitein stated that many of Bradley's Graduate Students have historically not been targeted as contributors and suggested that this population be considered during the upcoming Campaign.

President Glasser asked ECGF members for areas of possible focus to improve the quality of Graduate Education at Bradley. Dr. Skaggs stated a need increase support student services (including evening hours for key services – Bookstore, Financial Aide, Financial Aid, Graduate School) for Graduate Students. Dr. Bernie Goitein added that Graduate Students who attend summer session lack services (e.g., housing). Leslie Betz stated that recruiting Graduate Students is a year round problem due to limited housing options. President Glasser inquired into average stipend support. Dr. Bolla reported that Bradley's annual stipends average \$5200.00 to \$5650.00. He added that the GRASP awards \$11000.00 each year. The national average ranges from \$8000.00 for the sciences to \$11000.00 for liberal arts (11 month appointment). Dr. Ed Sattler suggested that tuition

remission would be more helpful to College of Business Students rather than increased stipends. Dr. Lori Russell Chapin stated that Strategic Planning needs to clearly state Graduate Education is University priority. Dr. Ed Sattler stated that branding is becoming a major concern in the College of Business. He explained that other universities may launch accredited programs in the Peoria area within the next few years. Dr. Bolla and Leslie Betz have committed significant time and resources to address previous NCA concerns and prepare for the upcoming visit. Dr. Ed Sattler noted an ongoing frustration of having no resources to support Graduate Student activities (e.g., Graduate Student Association). Provost Johnsen will address this issues immediately to ensure that a portion activity fees, paid by Graduate Students, is dedicated to Graduate Student activities.

Dr. Glasser will schedule and announce two evening receptions to meet current Graduate Students and Faculty.

b) **P.M.A. in Elementary Math Science & Technology Education** – Kelly McConnaughay

Dr. Kelly McConnaughay presented the preliminary Professional Masters of Arts (PMA) in Elementary Math Science & Technology Education to ECGF members. This program will be the first PMA at Bradley, however the model is becoming popular at other institutions of higher education (See attached description).

Kathy Beaty asked if the courses will apply toward a master's degree. Dr. Bolla stated that some may be appropriate and added that, initially, this program will be limited as a cohort program and will have to be approved by the Board of Trustees. Dr. Finson asked is funding to support accreditation administration was included in the proposed budget. Dr. Bolla stated accreditation expenses were included and provided by Dr. Joan Sattler. He added that a sunset procedure was built into the proposal in the event the program cannot sustain itself. Some of the challenges that program approval will face include no history of PMA's at Bradley, interdisciplinary collaboration, tight timeline due to grant and faculty workload. Because it is multidisciplinary, Dr. Bolla reported that the program will be housed in the Graduate School. Dr. Ed Sattler concerned about the balance between the Full-Time and Part-Time Faculty ratio with this PMA and other proposed programs. Dr. Kevin Finson added that the balance also impacts accreditation. Dr. Ed Sattler noted that at some point that Bradley may need to commit to hiring more Full-Time Faculty. Dr. Bolla concurred and suggested various solutions might be considered (e.g., Full-Time Temporary and Post Doctoral Candidates).

c) **Executive Committee Subcommittee Volunteers** – Dr. Bolla

**Curriculum and Program** - Dr. David Zietlow  
**Regulations** – Dr. Ed Sattler  
**Program Assessment** – Dr. Lori Russell Chapin

d) **Graduate Assistantship Deadlines** – Dr. Bolla reported that some Departments and Colleges have yet to submit paperwork for Graduate Assistantships. He reminded the Committee that the deadline is April 15<sup>th</sup> and the absolute is August 15<sup>th</sup>. Dr. Ed Sattler stated that notification of awards to students is, at times, delayed. Dr. Bolla will address this concern. The ECGF concurred that additional administrative support is needed for the Graduate School.

**V. Adjourn 5:00 PM – Next meeting September 27<sup>th</sup>**

Respectfully submitted Dr. Jobie L. Skaggs, ECGF Secretary