

**MINUTES  
COLLEGE OF ARTS AND SCIENCES COUNCIL  
FOR RESEARCH AND GRADUATE STUDIES**

MEETING: November 21, 2022

MEMBERS PRESENT: D. Baker, E. Choi, A. Daly, E. Delavega, D. Downey, W. Duffy, S. Fleming, E. Groenendyk, A. Johnson, J. Lariscy, T. Maclin, M. B. Mader, A. Mickelson, I. Ortega-Santos, H. Sable, X. Shen, O. Skalli, J. Topinka, B. Zheng

MEMBERS ABSENT: V. Rus, C. Santo

PRESIDING: R. Kreuz

**1. Approval of the minutes from the October 31<sup>st</sup> Council meeting**

There were no additions or corrections need for the last month's minutes. E. Delavega motioned to approve the minutes. O. Skalli seconded the motion. All were in favor.

**2. Results of final curriculum change vote**

R. Kreuz thanked the council for voting on the last-minute curriculum changes for Data Science and Social Work. The vote was 18 yes, 1 no, and 2 abstentions. All the curriculum changes were approved in Curriculog at the CAS Council and Dean steps, and they're currently under review by the Graduate School.

**3. Report from the November 4 University Graduate Council meeting and the November 16 College Directors meeting by R. Kreuz**

At the November 4 meeting of the UCGS, curriculum changes for Engineering, Communication Sciences and Disorders, and Public Health were voted on. The December 2 meeting will be devoted exclusively to curriculum changes (which will include CAS and possibly others).

The Slate transition has been smooth so far. R. Kreuz asked if anyone had any issues and informed the council that if anyone is having issues with permissions, they should contact Todd Deese.

The task force on co-authorship on dissertations, which W. Duffy is a member of, will be making a recommendation to the Council in January to clarify the policy and bring it in line with what other R1 schools do. If the provost approves, it will ultimately be voted on as a catalog revision.

**a) Covid GRE policy web page going away (Spring '24)**

Temporary policies, like the Covid GRE page, will be removed during Spring 2024. If your department wants to make changes to your policy going forward (such as reinstating the GRE) the Graduate School will be asking for those changes next year. R. Kreuz asked

the council to start thinking about what their policy will be moving forward update websites to reflect this.

**b) Continuous enrollment policy**

At the November 16 College Directors meeting, there was discussion about the continuous enrollment policy being a barrier to completion. This has often been handled by charging back tuition to departments, but students may not know this and fail to complete because they believe they'll be responsible for the back tuition. The provost wants to get rid of this policy, but it will need to be signed off on by the CFO, since it has revenue implications. R. Kreuz asked if anyone knew of students who had been adversely affected by this policy.

S. Fleming asked for clarification on the continuous enrollment policy, which R. Kreuz provided. W. Duffy did know of a student who had to back pay tuition. Brief discussion was held about the policy.

**c) One-hour course load for ABD students**

The 1-hour credit for ABD had the potential to cause deferment issues, which was fixed with a Banner code so that these students are considered fulltime from a federal loan perspective. This has caused some problems:

1. \$200 per semester for FICA is taken out of students' GA checks, and they don't get this back. It is possible to get this removed during the student's last semester if a letter is written to payroll.
2. Lost campus benefits. To receive counseling, students need to be enrolled for six hours. They also don't have access to the health center.

Dean Tollefsen is currently reviewing the policy. An exception is currently being made for mental health, but it shouldn't be ad hoc. These are problems that need to be fixed permanently. R. Kreuz will keep the council informed on the situation as it moves forward.

**d) Slate buildout (drip marketing campaigns)**

Now that phase one of the Slate buildout is complete (applications and admissions), phase two will involve building out various features that Slate supports. This will include marketing campaigns targeting alumni, called "drip" marketing because appeals are sent on a regular basis.

Department Slate contacts for marketing will need to be identified by next semester. These contacts will connect with the Graduate School to build email lists and leads and will be given access to Slate so that they can pull data. R. Kreuz shared that there was some pushback on this idea, because it's going to require a nontrivial investment of time by staff who are already stretched thin.

**e) Keystone marketing**

Under Dean Poston, the Graduate School began marketing certain program, mostly in STEM, via social media, with leads sent back to the departments.

The campaign also included programs in Business and Engineering, but the targeted programs in CAS are:

BIOL (MS)	ESCI (MS)
COMP (MS)	MATH (MS)
DATA (MS)	PHYS (MS)

R. Kreuz asked the council if this was a helpful source of contacts for any involved in the program. Earth Science and Biology had not heard anything. Computer Science does get a monthly inquiry summary email, which S. Fleming forwards to the departmental admission staff. D. Baker said Chemistry also gets an email with names occasionally. There was discussion about this inquiry summary email. No one is even sure if this list is generated by Keystone or the Graduate School.

Keystone's contract with the Graduate School also involves search engine optimization. The contract is up for renewal in July, and it's currently costing \$6k a year. R. Kreuz asked the council their thoughts on the worth of continuing the contract.

#### **4. Program competitors and stipend levels**

On November 11, R. Kreuz sent out a request for information about CAS programs' primary competitors and stipend levels. Dean Tollefsen needs this so that she can tell donors about the non-competitiveness of current GA funding. At this time, less than half of the council members have responded. R. Kreuz asked that the remaining members have this information to him by Wednesday afternoon.

R. Kreuz asked for current stipend levels and closest competitors, which each Council member provided.

#### **5. New business**

R. Kreuz called for any new business; there was none.

The next meeting is scheduled for January 30.

R. Kreuz called for a motion to adjourn, which was made by H. Sable and seconded by J. Lariscy. The meeting was adjourned at 3:40.

*Prepared by S. Warren from notes proved by R. Kreuz and edited by R. Kreuz.*