



GRADUATE COUNCIL MINUTES

September 25th, 2023

The Graduate Council met on Monday, September 25, 2023, at 2:00P.M. in Room #583 of the Close-Hipp Building.

Graduate Council members present: Dr. Hassan Anderson, Chair; Drs. Jing Fang, Dianna Inman, Kathy Kim, Ann Lehman, Wendy Regoeczi, Sheri Silfies, Kim Thompson, Sriram Venkataraman, Neal Woods, and Gaurav Harshe (GSA).

Graduate Council members absent: Drs. Sourav Banerjee (excused), Subra Bulusu (excused), Edie Goldsmith (excused), William Matchin, Terrance McAdoo (excused), David Reisman (excused), Nicholas Watanabe (excused), and Christina Yao (excused).

Graduate School Representatives: Dr. Ann Vail, Dr. Murray Mitchell (Secretary), Dr. Andrea Fleming, Dr. Jean Ellis, Dr. Angelina Sylvain, Dale Moore, Wright Culpepper, and Wanda Barr

Provost Office Representatives: Trena Houp

Guests: Dr. Latrice Small (OIRAA), Dr. Crystal Murphree-Holden (COMD), and Dr. Alexandre Bonafos (Languages, Literatures, and Cultures).

NOTE: These minutes will become final on October 23rd, 2023, if not challenged.

- 1. Call to Order and Approval of Agenda** (Kim Thompson for Hassan Anderson, Chair)
The meeting was called to order at 2:05p.m., and the Agenda was approved.
- 2. Approval of the Minutes from August 28, 2023.** Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: <https://bit.ly/3SvPO0E>.
The minutes from August were unanimously approved.
- 3. Report of the Chair** (Kim Thompson for Hassan Anderson)
Dr. Thompson welcomed everyone to the meeting.
- 4. Report of the Dean of the Graduate School** (Ann Vail)
Dean Vail announced that they have 89 participants signed up for the Graduate Education Reading Group that she has initiated. The book they are currently reading is *The New PhD: Building a Better Graduate Education* by Leonardo Cassuto and Robert Weisbuch. The reading group will be meeting on Wednesday, September 27th, in the Russell House for their first of three meetings to discuss the book. She still has a few books available if others have an interest and would like to participate. A Graduate Education Summit has been planned for January 26, 2024. The featured speakers for the summit will be the two authors of the book. Please reserve this date on your schedule to attend this summit. The authors will share some of their

additional insights with us, and we will then plan some sessions to tackle some topics that emerge from the reading group discussions.

Dr. Vail informally revealed some changes that are taking place in the Graduate School. She is waiting to receive some correspondence from the Provost and the Vice President of Student Affairs. There has been some consolidation of activities related to the Graduate School and the transition to another unit of some tasks that we have had responsibility for over the years. The first is related to our Ombuds position. We will be closing our Ombuds position on our Graduate School staff, and those responsibilities will be merged with the new Student Advocacy Office located in the Russell House. As you know, Dale Moore has served as our Ombuds for years. He will continue to close out with some people that he is currently working with. We are already referring students to the new office. We will be in transition for a few months. The Provost and Vice President of Student Affairs will make that announcement formally some time this week hopefully.

The second activity that will be changing responsibility relates to doctoral hooding. The President's Office, along with the Provost Office, is pulling all commencement activities under their umbrella. The central operating authority for commencement was with the Board of Trustees. With the growing size of commencement, they are going to centralize authority for that activity. Over the next year, you will see several changes relating to commencement. There will once again be three commencement ceremonies plus the doctoral hooding. They will also take responsibility for the Medical School and the Law School commencement activities as well. They will still need our services on the day of the event, but they will take much of the responsibility from now on. This responsibility was previously headed by Dale Moore, but there will be some new opportunities for Dale to contribute to the Graduate School.

We currently have 6,233 graduate students—down about 3%. The numbers for the master's enrollment are up 7.5%, but continuing masters' numbers are down 11% probably due to covid. This decrease is of concern to many. Doctoral enrollment is pretty much flat—2,433 students which is up less than 1%. There are 450 new doctoral students barely replacing those who graduated. We will be rolling out some strategies to help departments support that.

The window for admissions for next fall opened on September 1st. The attached handout indicates 1,172 applications received to date--a 600% increase for 2024 compared to 197 applications received for 2023 in the same period. We think this dramatic increase is indeed related to the removal of the application fee. By college, you can see where the increases are by department. We don't know if this increase is sustainable and will continue or if it will drop back down. We are anxious to see what will happen. We are giving you a heads up to prepare to gear up to handle the increased number of applications coming in just like the Graduate School is preparing. We have already spoken with the associate deans and the graduate directors about this uptick. We will continue to work together to address this influx.

The reverse side of this handout shows the admissions numbers break down from last year for Fall 2023. This shows the number of applications received, when it was received, how long it took for the students to be admitted, actual number enrolled, etc. Your associate deans have these numbers broken down by program area. We are very interested in this data because 84% of last year's class nationwide enrolled this fall at the college or university that accepted them first. This is amazing and should make us examine our processes for admission. The number of students admitted versus the number of students enrolled is a wide difference. Had we captured at least 25% of those students admitted, we would not have had a decline in enrollment this year. If you have any thoughts about this, please feel free to share them.

Dean Vail introduced Dr. Andrea Fleming, College of Education, as one of the newest additions to the Graduate School. She is the Associate Director of the Grace Jordan McFadden Professors Program.

5. Report of the Secretary of the Graduate Council (Murray Mitchell)

No report.

6. Report of the Associate Director, Grace Jordan McFadden Professors Program (Andrea Fleming)

Dr. Fleming updated the members that the GJMPP is currently comprised of 28 scholars with 2 potentially graduating this fall. To date this program has 78 alumni (47 females/31 males). They began the fall semester with an orientation on August 25th with presentations from Drs. Johnnie McFadden, Ann Vail, Matt Klopfenstein, Michelle Hardee, and herself. The discussion centered on expectations and responsibilities of scholars, the Scholar Statement of Understanding, and the 2023-24 professional development workshop calendar. On September 15th, the GJMPP alumni presented virtually on Optimally Navigating the PhD Experience.

7. Report on Professional Development (Wright Culpepper)

Wright reported that they will host their Three-Minute Thesis competition on Friday, November 10th. Faculty and staff are needed to serve as judges in the morning session from 10:00 – 11:30am. Please let him know if you would like to volunteer. Registration will launch next week. Those who are selected to compete will have an opportunity to go through a training session on Friday, October 27th.

Dr. Mitchell encouraged members to volunteer to serve as judges in the Three-Minute Thesis competition as it is a very rewarding experience. He also encouraged members to pass this information along to their colleagues and graduate students to consider participating.

8. Report of the Graduate Student Association (Gaurav Harshe)

Gaurav announced that they will host a Fall Social on Wednesday, September 27th for graduate students and they will be meeting with Dean Vail and Student Life on Thursday, September 28th for their monthly meeting.

9. Report of the Academic Policy and Practices Committee (Murray Mitchell for Terrance McAdoo)
No report.

10. Report of the 500/600 Level Courses (Murray Mitchell)

This report is presented to Council for informational purposes only; no action is necessary.

500/600 Courses for September 2023 Grad Council

(CCP = Course Change Proposal; NCP=New Course Proposal). Total: 16

CRJU 554 (3) Women, Gender, and Crime (cross listed as WGST 554) (CCP: Fall 2024)

ECIV 520 (3) Structural Analysis II (CCP: Fall 2024)

ECIV 524 (3) Structural Vibrations (CCP: Fall 2024)

ECIV 530 (3) Foundation Analysis and Design (CCP: Fall 2024)

ECIV 533 (3) Geosynthetics and Geotechnical Design of Landfills (CCP: Fall 2024)

ECIV 535 (3) Geotechnical Engineering in Transportation. (CCP: Fall 2024)

ECIV 540 (3) Transportation Systems Planning (CCP: Fall 2024)

ECIV 542 (3) Traffic Engineering (CCP: Fall 2024)

ECIV 555 (3) Principles of Municipal Solid Waste Engineering (CCP: Fall 2024)

ECIV 556 (3) Air Pollution Control Engineering (CCP: Fall 2024)

ECIV 557 (3) Sustainable Construction for Engineers (CCP: Fall 2024)

ECIV 558 (3) Environmental Engineering Process Modeling (CCP: Fall 2024)

ECIV 560 (3) Open Channel Hydraulics (CCP: Fall 2024)

ECIV 580 (3) Railway Engineering I (CCP: Fall 2024)

ECIV 582 (3) Operation and Logistics of Railway Systems (CCP: Fall 2024)

ECIV 588 (3) Design of Railway Bridges and Structures (CCP: Fall 2024)

11. Associate Graduate Faculty Nominations (Murray Mitchell)

None at this time.

12. Fellowships and Scholarships Committee (Murray Mitchell for Srihari Nelakuditi)

No report.

13. Report of Science, Math, and Related Professional Programs Committee (Jing Fang)

Below is a list of proposals reviewed by the Committee. Total: 16

- **Statistics, Ph.D.**, (Program Change: Fall 2024)
- **Geological Sciences, M.S.**, ((Program Change: Fall 2024)
- **Geological Sciences, Ph.D.**, ((Program Change: Fall 2024)
- **Earth and Environmental Resources Management, M.E.E.R.M.**, (Program Change: Fall 2024)
- **Engineering Management, M.S.**, (Program Change: Fall 2024)
- **Communication Sciences and Disorders, Ph.D.** (Program Change: Fall 2024)
- **Epidemiology, Ph.D.**, (Program Change: Fall 2024)
- **ATEP 742** (3) Traumatic Catastrophic Injury Management (NCP: Spring 2024)
- **ATEP 743** (3) Management of Exertional Injuries and Medical Conditions (NCP: Spring 2024)
- **ATEP 751** (3) Concepts of Behavioral and Mental Health in Athletic Training (NCP: Spring 2024)
- **ATEP 752** (3) Mental Health Challenges in Sport and Physical Activity (NCP: Spring 2024)
- **ATEP 753** (3) Assessing and Treating Feeding and Eating Disorders, Exercise and Food Addictions (NCP: Spring 2024)
- **ATEP 754** (3) Supporting Mental Wellness in Athletic Training (NCP: Spring 2024)
- **ATEP 761** (3) Primary Care in Athletic Training (NCP: Spring 2024)
- **ATEP 762** (3) Pharmacological Interventions in Sports Medicine (NCP: Spring 2024)
- **ATEP 771** (3) Clinical and Practice-Based Research (NCP: Spring 2024)

These proposals were unanimously approved by Graduate Council.

14. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Wendy Regoeczi)

Below is a list of proposals reviewed by the Committee. Total: 4

- **Art History, M.A.**, (Program Change: Fall 2024)
- **SOWK 707** (3) Trauma-Informed Practice with Children, Youth, and Families (NCP: Spring 2024)
- **SOWK 708** (3) Trauma-Informed Practice with Adults and Older Adults (NCP: Spring 2024)
- **SOWK 709** (3) Collective Trauma and Recovery (NCP: Spring 2024)

These proposals were approved by Graduate Council. There was 1 no vote for a proposal that was returned to the proponent for revision.

15. Report of the Grievances, Appeals and Petitions Committee (Murray Mitchell for David Reisman)
No report.

16. Other Committee Reports
None at this time.

17. Old Business

- Update on Incomplete Grade Policy (Murray Mitchell)

Dr. Mitchell stated that he reinitiated the conversation with the Registrar's Office, Undergraduate Studies, and Financial Aid and Scholarships on this topic. The discussion is ongoing. There is no proposal at this point to make any changes to the existing policy.

18. New Business

Dr. Inman initiated a conversation of meeting face-to-face versus meeting virtually or hybrid. Sometimes she has other meetings that she may have to leave a little early to get to across campus. Dr. Vail addressed the topic, stating that she has insisted on face-to-face meetings rather than meeting virtually to assist her in getting to know the members of the Graduate Council better. After a discussion, it was determined that meeting face-to-face facilitates more in-depth discussion and participation from members. Dean Vail may compromise and have the December and May meetings virtually since everyone is so busy during these months with end of semester activities. More to come on this topic.

The question of quorum came up and it was determined that the appropriate committee should propose rules and a policy statement.

Dean Vail asked for feedback on the distribution of fellowships and how they are awarded. It has been suggested to her that it may be more beneficial if the fellowships are awarded to departments and have them make offers to the students. In her opinion, the awards are not large enough to make a big difference. Perhaps they should award fewer scholarships and make them larger. She is not going to decide right now but welcomes input and is open to suggestions. We will continue to operate as we are for this year.

The need for a policy about attendance for students has also been brought to her attention, especially regarding medical issues. She has been asked to investigate and develop an attendance policy. It can be as broad or specific as we want it to be, but we do need one. The real issue relates to medical issues and what a student is required to share with a professor. Graduate students should not have to disclose to a professor a medical issue that they may be experiencing. A professor should not have the right to decide if a student is excused or not. What has become the issue is that professors have decided on their own to make a ruling without the existence of an attendance policy.

19. Good of the Order

Since finding a meeting space this semester has been quite a challenge, Dr. Mitchell asked the members if they had any issues with meeting in the room that we were in. No issues were raised at that time.

20. Adjournment

The meeting was adjourned at 2:57p.m.

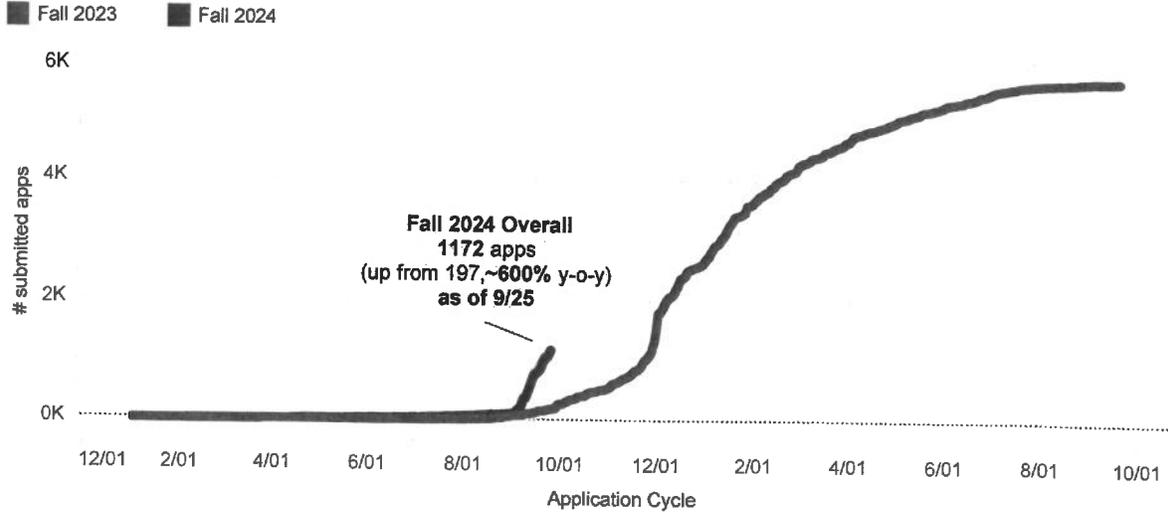
Murray Mitchell, Secretary

CC: Michael Amiridis, President
Donna Arnett, Provost
Ann Vail, Dean of the Graduate School
Deans
Department Chairs
Graduate Directors
Aaron Marterer, University Registrar
Elaine Belesky, Office of the Registrar
Malia Kiehl, Office of the Registrar

Graduate Admissions Report - 2023 vs. 2024

Applications for USC Columbia year-over-year

Presents all graduate applications for the 2023 and 2024 application cycles. Term reported is based on selected term type (Fall, Spring, or Summer). The graph below presents the running total number of applications submitted as of the corresponding month and day to the attributed cycle.



Applications and admittances for USC Columbia graduate programs 2024

Presents all graduate applications for the 2024 application cycle. Term reported is based on selected term type (Fall, Spring, or Summer). The chart presents the total # of submitted applications, the % change in the number of applications as of 9/25/2023 year over year (yoy), the # of completed applications (where all required materials were received), the # admitted, % of applicants admitted, and the median # of days to decision.

	# submitted apps (yoy)	% change yoy	median # days to decision		# submitted apps (yoy)	% change yoy	median # days to decision	
Arts & Sciences	497	3006%	18	Domestic	PhD	30	114%	39
Business	211	331%	9		Other Doctoral	106	-1%	14.5
Education	131	2083%	10.5		Masters+	104	117%	13.5
Engineering & Computing	10	900%	1	International	PhD	327	2625%	8.5
Hospitality, Retail & Sport Mgmt	19	1800%	3		Other Doctoral		-100%	
Information & Communications	33	3200%			Masters+	605	3933%	8.5
Interdisciplinary Programs	2			Female	PhD	110	746%	11.5
Medicine	72	3500%	1		Other Doctoral	85	2%	12
Non-Degree Programs	1	-67%	1		Masters+	225	603%	16
Nursing	8	700%	17	Male	PhD	246	1792%	20
Pharmacy	15				Other Doctoral	21	-16%	17
Public Health	137	20%	34		Masters+	483	1458%	9
School of Law	1							
School of Music	4	300%	2					
Social Work	31	1450%						
Grand Total	1,172	495%	12.5					

Of represented data above, last application updated on: 9/24/2023

Graduate Admissions Report

Applications and admittances for USC Columbia doctoral programs

Presents doctoral graduate applications by Program for the Fall 2023 semester. Fall 2023 detailed information presents the total # of submitted applications, the # of completed applications (where all required materials were received), the # admitted, # enrolled, #/% of applicants awaiting a decision for submitted and completed apps, the median # of days from application submission to admission decision notice, the % of applicants admitted, and the % enrolled.

	# submitted apps	# completed apps	# complete apps awaiting decision	# admitted	% admitted	median # days to decision	# enrolled	% enrolled
Arts & Sciences	1,181	978	45	275	23%	70	129	47%
Business	130	8	0	17	13%	167	11	65%
Education	217	195	2	120	55%	39	82	68%
Engineering & Computing	199	4	0	93	47%	32.5	40	43%
Hospitality, Retail & Sport Mgmt	54	19	0	8	15%	204	8	100%
Information & Communications	27	19	1	14	52%	27	8	57%
Medicine	82	74	0	16	20%	72	13	81%
Nursing	20	20	0	20	100%	49	14	70%
Pharmacy	47	42	0	4	9%	50	2	50%
Public Health	455	22	0	221	49%	99	72	33%
School of Music	97	62	12	41	42%	76	22	54%
Social Work	25	22	0	8	32%	38	4	50%
Grand Total	2,534	1,465	60	837	33%	71	405	48%

Applications and admittances for USC Columbia masters degree, specialist, and non-degree programs

Presents masters, specialist, certificate, and non-degree graduate applications by Program for the 2023 semester (term type detailed above).

	# submitted apps	# completed apps	# complete apps awaiting decision	# admitted	% admitted	median # days to decision	# enrolled	% enrolled
Arts & Sciences	533	418	11	195	37%	66	99	51%
Business	442	66	0	349	79%	28	251	72%
Education	217	204	0	203	94%	31	129	64%
Engineering & Computing	184	2	0	117	64%	53	46	39%
Hospitality, Retail & Sport Mgmt	109	19	0	78	72%	32	46	59%
Information & Communications	168	155	8	146	87%	29	94	64%
Interdisciplinary Programs	29	25	0	21	72%	50	11	52%
Medicine	307	270	0	97	32%	223	55	57%
Non-Degree Programs	191	100	2	182	95%	3	88	48%
Nursing	128	120	0	105	82%	39	72	69%
Public Health	542	66	2	357	66%	69	120	34%
School of Law	13	13	0	13	100%	5	12	92%
School of Music	122	77	11	77	63%	60	28	36%
Social Work	152	148	2	146	96%	30	91	62%
Grand Total	3,137	1,683	36	2,086	66%	43	1,142	55%

Of represented data above, last application updated on: 9/19/2023