



GRADUATE COUNCIL MINUTES

January 22nd, 2024

The Graduate Council met on Monday, January 22, 2024, at 2:00P.M. in Room #583, Close-Hipp Building.

Graduate Council members present: Mr. Hassan Anderson, Drs. Kenneth Campbell, Besim Dragovic, Edie Goldsmith, Dianna Inman, Marketa Kubickova, Amy Lehman, William Matchin, Terrance McAdoo, Wendy Regoezci, Nick Watanabe, Neal Woods, and Gaurav Harshe (GSA).

Graduate Council members absent: Drs. Sourav Banerjee (excused), Fang Jing (excused), David Reisman (excused), Sheri Silfies (excused), Sriram Venkataraman (excused), and Christina Yao (excused).

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

Provost Office Representatives: Trena Houp

Guests: Dr. Latrice Ratcliff-Small (OIRAA) and Macie Goodman (Health and Wellness)

NOTE: These minutes will become final on February 26, 2024, if not challenged.

1. Call to Order and Approval of Agenda (Hassan Anderson, Chair)

The meeting was called to order at 2:01p.m., and the Agenda was approved.

2. Approval of the Minutes from December 11, 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 December were unanimously approved.

3. Report of the Chair (Hassan Anderson)

Mr. Anderson wished everyone a Happy New Year. He issued a reminder for The Inaugural Graduate Education Summit this Friday, January 26th, at the Joseph F. Rice School of Law, 1525 Senate Street, 8:30am to 3:30pm. He is grateful for the pertinent information received from Graduate Council that he gladly takes back to his department. He encourages all other Graduate Council members to do the same.

4. Report of the Dean of the Graduate School (Ann Vail)

Dean Vail thanked Mr. Anderson for his kind remarks and thanked everyone for making their way to the Graduate Council meeting. She realizes that it is an effort to get to the meetings, but she feels that it is more meaningful to meet in person than pressing a button on Microsoft Teams. She is very much

appreciative of the Graduate Council because many schools and colleges do not have this kind of group that caters specifically to graduate education. Dean Vail knows that you all are concerned about Dr. Murray Mitchell. He is out on medical leave and very anxious to get back to work. He is convalescing well but will be out for a while longer per doctors' orders. She and her staff are trying to make sure that everything is covered for the most part while he is out. If they have overlooked anything, please reach out to her.

As Mr. Anderson just reminded you, our Inaugural Graduate Education Summit is this Friday, and we are looking forward to it. As of today, 225 people are registered to attend. The conference will be keynoted by Leonardo Cassuto and Robert Weisbuch, authors of *The New PhD: Building a Better Graduate Education*. In addition, Dr. Wes Fondren from Coastal Carolina University who has become quite an expert in AI assisted graduate education. There will be a meeting at lunch and leadership groups have been invited. Graduate directors and the members of Graduate Council are invited to this meeting. A room has been designated for this lunch meeting. We did not ask you to pay a registration fee to attend this summit. In lieu of a registration fee, we are asking that you bring food items, school supplies, cash, or items of clothing to donate to the Gamecock CommUnity Shop as graduate students are using these resources heavily.

We are continuing to work on our transcript initiative. There are no new updates to share at this moment. She hopes to have some final recommendations to share in February.

The Graduate School is partnering with the Libraries and The Writing Center to offer a 3-week dissertation writing experience, the Writing Academy, May 6 – 23 available to any PhD graduate student who is ready to start or has started their dissertation. They must be done with data collection and ready to write to take part in this workshop. This experience is meant to assist students in getting their dissertation finished. Quiet time will be provided to assist the students with writing and some support workshops will be provided to assist with writer's block, procrastination, distraction, etc. They do need to commit to coming every day. An announcement will be made this week about the screening process for this Writing Academy.

The Graduate School is announcing a new tool to allow admitted students who applied through CollegeNET to report enrollment decisions using their application portal. We have never collected information about how many people intend to attend the University. We decided to give it a try and had no idea how it would work out. We started the initiative last week, and under the direction of Wright Culpepper's leadership, to date we now have 155 students who confirmed that they will attend the University in the fall. Last year, half of the students that we admitted did not show up. If we had gotten 10% of that group, we would have shown an increase and not a decrease in enrollment. This new tool is not intended to be pushy in any way, but we just want to offer a slight nudge for them to let us know when they have decided on their intent. We will keep you updated on the numbers.

Application numbers continue to grow for Fall 2024. To date, we have received 10,463 applications, which is up from 3,430 (200% increase) this time last year. Of the applications received, 5,520 are complete and in the review process. She hopes that you all will continue to work with your colleagues to move those applications along through the process.

5. Report on Professional Development (Wright Culpepper)

Wright reported that there are 14 professional development workshops for graduate students this week. Please encourage your students to check their emails daily to see what workshops are being offered that they might be interested in.

University Libraries is now offering data analysis and statistical support for faculty, staff, and students:

- a. Services offered include exploratory data analysis, help with statistical tests, and expertise with SAS, SPSS, and NVivo software.
- b. Help is available for 10 hours per week; services are offered by two Ph.D. students in the Statistics program.
- c. Walk-ins are welcome but appointments are strongly encouraged.
- d. Encourage your students to take advantage of these services; University Libraries would like to expand the services and need to prove the demand is there.

Please reach out to Wright if a group of your students is interested in basic personal finance and/or investing workshops; Founders Federal Credit Union is willing to set up workshops with your students at a time that works best for them.

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

Gaurav offered the following from GSA:

- GSA solicits panelists for various affiliate luncheons this semester that focus on the women, international, Queer, and African/American student communities respectively.
- Spring social to take place soon.
- Elections for the next executive cabinet are slated to be held in March. Decision-making conversations also ongoing about the current President position, and whether a special election is the route to go.
- GSA Cabinet member, Macie Goodman, Secretary of Health and Wellness, was in attendance and introduced as she intends to apply for the Graduate Council Representative for the next academic year.

7. Report of the Academic Policy and Practices Committee (Terrance McAdoo)

No report.

8. Report of the 500/600 Level Courses (Ann Vail for Murray Mitchell)

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

500/600 Courses for January 2024 Grad Council

(CCP = Course Change Proposal; NCP=New Course Proposal). Total: 1

EXCE 610 (3) Neuroscience of Human Performance (NCP: Summer 2024)

9. Associate Graduate Faculty Nominations (Ann Vail for Murray Mitchell)

None at this time.

10. Fellowships and Scholarships Committee (Edie Goldsmith)

Dr. Goldsmith reported that the Presidential Fellowship nomination deadlines for the Spring 2024 semester will be on January 26th for Round 1 and March 1st for Round 2.

11. Graduate Student Awards (Ann Vail for Jean Ellis)

We have finalized the Graduate Student Awards program. These will be made available on the Graduate School website this week. You are strongly urged to encourage your graduate students to apply for these awards. Please note that some of these award amounts have been increased. The awards will be presented to the students directly following the completion of Discover USC on April

19th. Additional details regarding the application deadlines will be announced in February. If you have any questions in the meantime, please contact Dr. Jean Ellis. Please see attachment.

12. Report of Science, Math, and Related Professional Programs Committee (Ann Vail for Jing Fang)

Below is a list of proposals reviewed by the Committee. Total: 2

- **Nurse Anesthesia, M.N.A** (Program Inactivation: Fall 2025)
- **Environmental Health Sciences, Ph.D.**, (Program Change: Fall 2025)

These proposals were unanimously approved by Graduate Council.

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

None at this time.

14. Report of the Grievances, Appeals and Petitions Committee (Ann Vail for David Reisman)
No report.

15. Other Committee Reports

None at this time.

16. Old Business

- Update on Incomplete Grade Policy (Ann Vail for Murray Mitchell)
- Update on progress regarding “quorum” definition (Ann Vail for Murray Mitchell)
- Update on progress regarding a Graduate Attendance Policy (Ann Vail for Murray Mitchell)

Dean Vail indicated that several items would require the attention of the Academic Policy and Practices Committee. These three items fall under their area of responsibility and will be handled during the Spring semester. Background information materials are still being gathered for these items.

17. New Business

None at this time.

18. Good of the Order

Reminder Dates:

January 26th:	Inaugural Graduate Education Summit
January 26th:	Presidential Fellowship Round 1 Nomination Deadline
March 1st:	Presidential Fellowship Round 2 Nomination Deadline
April 19th:	Discover USC
April 19th:	Graduate Student Awards
May 6th – 23rd:	Writing Academy

19. Adjournment

The meeting was adjourned at 2:43p.m.

Ann Vail for 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

The Graduate School – Graduate Student Awards AY 23-24

Additional award details and deadlines will be announced in February. All nominees (except the outstanding dissertation award) must be enrolled in the Spring 2024 semester.

Dean's Award for Doctoral Achievement Award (\$1000)

\$1000 is given to one graduate student in any doctoral program who demonstrates overall excellence in research, teaching, and service. The service contributions can extend beyond campus.

The committee will consider the following:

- Student's impact and accomplishments within research, teaching, and service
- The ability for the student to describe their significant accomplishments (one page)
- One-page support letter from the Graduate Director, advisor, or mentor
- CV or resume from the student (not to exceed two pages)

Dean's Award for Master's Achievement Award (\$1000)

\$1000 is given to one graduate student in any master's program who demonstrates overall excellence in research, teaching, and service. The service contributions can extend beyond campus.

The committee will consider the following:

- Student's impact and accomplishments within research, teaching, and service
- The ability for the student to describe their significant accomplishments (one page)
- One-page support letter from the Graduate Director, advisor, or mentor
- CV or resume from the student (not to exceed two pages)

Outstanding Dissertation Award (up to two awards, \$1000/each)

Winners of the USC competition will be nominated for the CGS/ProQuest Distinguished Dissertation Award.

- Completed dissertations that make a significant contribution to their discipline.
- Been awarded a doctoral degree or completed doctoral degree requirements between July 1, 2021 and June 30, 2023
- Nominations include a dissertation abstract, three letters of recommendation, and five-page nominee CV
- No more than one nomination can be submitted from a unit

Outstanding Community Engagement Award (\$1000)

\$1,000 is given to one graduate student who demonstrates substantial impact and engagement experiences related to community service, social advocacy, civic engagement, and/or volunteer opportunities conducted between the Summer of 2023 and the Spring 2024 academic semester.

The committee will consider the following:

- Student's contribution to community engagement
- One-page support letter from project supervisor, collaborator, or mentor
- The ability for the student to describe their activities and accomplishments (one page)
- CV or resume from the student (not to exceed two pages)

Outstanding Research Award (\$1000)

\$1,000 is given to one graduate student who conducts superlative research.

The committee will consider the following:

- Substantial research outputs relevant to the area of expertise (publications, grants, creative works, etc.)
- The ability of the student to explain their research and its importance to a broad academic audience (one page)
- Faculty assessment of the student's research significance and their contribution to the research outputs
- CV or resume from the student (not to exceed two pages)

Excellence in Access and Opportunity Award (\$1000)

One award is given annually, and one graduate student.

The committee will consider the following:

- Substantial achievements and/or advocacy related to access, opportunity, diversity, equity, and inclusion conducted between the Summer of 2023 and the Spring 2024 academic semester.
- One-page support letter from project supervisor, collaborator, or mentor
- The ability for the student to describe their achievement and/or advocacy
- CV or resume from the student (not to exceed two pages)

Outstanding Graduate Teaching Award (two awards, \$1000/each)

Two \$1000 awards are given annually. Instructors of record and GTA/Lab Instructors are eligible. There will be one award from the following academic disciplines:

- Humanities, Social Sciences, Education or Related Professional Programs
- Science, Mathematics, or Related Professional Programs

The committee will consider the following for Instructor of Record nominations:

- Teaching evaluations from Spring 2023, Summer 2023, and/or Fall 2023 semesters
- One-page teaching philosophy from the graduate student
 - The ability of the graduate student to describe their teaching philosophy and the quality of teaching as demonstrated by their teaching evaluations
 - Optional – Teaching review (conducted by a faculty member)

The committee will consider the following for GTA / Lab Instructor nominations:

- One-page teaching philosophy from the graduate student
- One-page letter from a faculty member who can evaluate the nominee's teaching during the Spring 2023, Summer 2023, or Fall 2023 semesters
- Optional – Student evaluations