

CSGS

Executive Committee Meeting

Conference of Southern Graduate Schools

CGS Planning Meeting, Annapolis

Topsider Room

Loews Annapolis Hotel

126 West Street

Annapolis, MD 21401

Minutes of 5/22/2016

Members Present:

Amy Thompson McCandless, President

Dean of the Graduate School

University of Charleston, SC at College of Charleston

Ernest L. Brothers, President Elect

Associate Dean of the Graduate School

University of Tennessee

George T. Flowers, Treasurer

Dean of the Graduate School

Auburn University

William Wiener, Secretary

Dean of the Graduate School

University of North Carolina at Greensboro

John Z. Kiss, Past President

Dean of the Graduate School

University of Mississippi

David Berkowitz (2018)

Dean of Graduate Studies

University of Alabama in Huntsville

Jo Ann Canales (2017)

Dean, College of Graduate Studies

Texas A&M University Corpus Christi

George Crandell (2018)

Associate Dean of the Graduate School
Auburn University

Michael Cunningham (2019)

Associate Provost for Graduate Studies and Research
Tulane University

Jessica Elfenbein (2019)

Senior Associate Dean of the Graduate School
University of South Carolina

Paula Lichiello (2017)

Associate Dean of Graduate Studies
Lynchburg College

Peter Harnes

Associate Dean
NC State University

Dr. William Person (ex officio with vote)

President, Council of Historically Black Graduate Schools
Dean, School of Graduate Studies
Alabama State University

Mark Garrison, Local Arrangements

Graduate Dean
Morgan State University

Allisyn Morgan

Special Assistant to the Dean
University of Charleston, SC at College of Charleston

Members Absent:

Lori Mann Bruce (2019)

Associate Vice President for Academic Affairs and Dean of the Graduate School
Mississippi State University

Jack DeRochi (2019)

Dean of the Graduate School
Winthrop University

Kim LaScola Needy (2019)

Dean, Graduate School and International Education
University of Arkansas

Kevin O'Shea (2018)

Florida International University

Meredith Welch-Devine (2018)

UGA Graduate School
University of Georgia

1. **Welcome – A. McCandless**

McCandless called the meeting to order at 3:00 and welcomed all the members.

All member present introduced themselves.

2. **Treasurers report – G. Flowers**

CSGS had \$73,308 in the treasury at the beginning of the period and now has \$56,726. The organization is down over \$16,000 due to an imbalance of expenses over revenue. The 2016 Annual Meeting cost \$95,803 and the total CSGS revenue was only 81,545 resulting in a \$14,000 deficit. CSGS needs to make sure it has a robust exhibitors function at the next meeting. It was suggested that our executive members talk with vendors at CGS and ask them each to sponsor a table at our conference. We may also want to ask the CRM vendors to present on their product at the conference.

We need to coordinate with the Maryland Graduate Deans to seek financial support for the conference reception with the amount based on the size of the institutions. It was suggested that we might have a special one-day fee for staff and faculty who are in the vicinity, but we would need sessions for staff level people as well as the and faculty. While the HBCUs in Maryland are active in CSGS, we need to cultivate the other institutions. Garrison will compile a list of the schools in the area and McCandless/Brothers will send them an invitation to attend. This year is the anniversary of 9 HBCUs and we might want to hold a celebration as part of our reception to honor their anniversaries.

3. **Overview of Charlotte Evaluations**

There were several negatives associated with the conference. The highlights include concerns about:

- The Awards Luncheon–
 - We should model the awards information like we do for the 3MT
 - We should provide more details on each recipient
- Time allowed for each session
 - No changes are required

- Networking opportunities
 - We need to highlight networking as part of the refreshment breaks
- Group dinners
 - We need to promote the dinners to the members
 - Attendees should sign up electronically in advance
 - We need to rename the dinners as networking dinners
- Newcomer experience
 - There needs to be better publicity about the event
 - Associate deans need to be invited to the new dean's event
 - We need to provide more information on this event prior to the conference
 - We should have something on the name tag indicating when someone is a new member
- Need to explain the collaborative nature of the sessions

A major stream of focused on the 3MT and include the following conclusions:

- The 3MT contestants need more communication and information
 - We need to provide Identification Badges for the participants
 - We need to notify the finalists of their status the day before the final competition
- We could make the 3MT finals part of a social event
- We should have a 3MT track with sessions for the 3MT students to attend
- A student registration fee is needed
- We could add a student session day or morning to include professional development
- We need to give students a consistent message requiring two days of attendance
- We need to find a sponsor for a 3MT dinner
- We need to do a better job of preparing the judges for their roles.
- We need to seek judges who are not affiliated with the universities
 - Could ask CGS staff to serve as judges.
 - Could ask those from the Naval Academy.
 - Could ask development officers from our institutions
 - Could ask program directors from the Federal funding agencies
- Garrison will work with Welsh-Devine to select the judges.
- The Executive Committee voted to eliminate the People's Choice competition and limit the awards to first and second place

Other General Comments and Conclusion:

- Facilitators need to present more information prior to the discussion
- Registration needs to be made more efficient
- The website needs to be improved
- The call for posters needs to go out earlier
- We might want to invite students to offer posters of their 3MT topics
- Some concurrent sessions should be broken out into masters and doctoral offerings
- The legal issues topic should be presented again

- The SACSCOC topic should be presented again
- A DegreeWorks workshop would be helpful
- More excursions are wanted and could include a formalized tour
- More links need to be developed on the website regarding attractions

The following topics were suggested for next year:

- Fund Raising
- Professional Development
- Online/Distance Education
- Veterans
- Humanities
- SACS and Assessment
- Recruitment domestic and international
- DegreeWorks CRM
- Non-Academic Paths
- Diversity

Theme Discussion

The following themes were suggested:

- Rising tides of graduate education
- Shifting Tides in graduate Education
- Anchoring in Graduate Education
- Charting the Course in Graduate Education
- Pearls and Perils of Graduate Education

The Executive committee voted to select the following theme:

- **Pearls and Perils of Graduate Education**

Final Decisions:

The Hashtag will be #csgs2017

The registration rates will include the following:

- Early rate of \$400
- Late rate of \$475
- 3MT student rate of \$100
- Group discount for 3 or more
 - \$ early rate of
 - \$ late rate of

We will promote and organize state committee meetings

We will update the website landing page, annual meeting page, and will add promos

The meeting was adjourned at 5:30 pm.

Submitted by William Wiener, Secretary