

Doctoral programs executive meeting
October 7th, 2019
location: Farmer 146
12 PM – 2 PM

Zoom: <https://asu.zoom.us/j/871401772>
Meeting ID: 871-401-772

Meeting minutes

1. Meeting opening

Present Members: Stacey Till Anderson, Kendra Bell, Cathy Cullicott, Katie Farrand, David Garcia, Mirka Koro (chair), Josephine Marsh, Lindsey Moses (substitute for Brian Nelson), Frank Serafini, Robin Boyle

2. Approval of September meeting minutes. Approved.

3. Urgent items

3.1. Mirka updated the committee on searchers and doctoral programs survey. Dana Duggan will start next week (coordinator senior). We are currently interviewing for academic success specialist position. We will do 3 in campus interviews. Doctoral program survey reminders have been sent and Mirka will bring the findings to this committee next month.

3.2. Methods consulting update: Lydia Ross. Mirka will contact Lydia to ask her to send us spring's seminar topics for review. Mirka will also remind her not to engage in dissertation/project consulting.

3.3. Doctoral studies retreat agenda revisions. Mirka will be added to the agenda to talk about processes of doctoral executive committee and how she visions faculty and students' involvement. Mirka will invite Alfredo and talk to Nicole about the participation of clinical faculty.

3.4. a) PhD marketing initiative and b) process to discuss alternative PhD program structure (part time, partially funded, self-funded etc.). Mirka will follow up with Amanda, Kelly, and Kevin to check on the status of our marketing initiatives. Alternative PhD program structure will become a working task during one of our next doc exec committee meeting. We will receive 1 hour from our meeting time to brainstorm some alternatives. After our committee will put together initial proposal draft and then the draft will be brought to faculty and students for discussion.

3.5. Doctoral program assessment plans update and process for next year's goals and outcomes. Doctoral programs assessment should be meaningful and ongoing. We would need to think about goals and outcomes that can satisfy both the provost's and program's needs. This process of assessment and goal setting needs extensive discussion and creative planning. To accomplish our short and long terms goals and outcomes we will do 2 things:

- 1) Each of the doctoral programs will craft 3 program outcomes. Try to avoid outcomes such as 80% of the student will get an “A” in x course. Outcomes, their measures, and performance criteria will be sent to Mirka by Nov 3rd so that they can be discussed during our next doc exe committee meeting (Nov 4th). Doc exe committee will provide feedback to the programs. Programs will revise their outcomes and submit them by Dec. 5th.
- 2) Wider conversation about how to go about assessing our programs, thinking through outcomes and measures will be discussed in doc exe meeting Dec. 2nd 2019.

3.6. Process for student and faculty-initiated courses. Methods ad hoc committee reconstitution to get back to regular 3-year methods and course rotation plan.

Course scheduling process will be one of the working group topics during the doc programs retreat. Methods ad hoc committee will be reconstituted in the spring unless otherwise conceptualized by the faculty. Additional methods courses will be added to the curriculum fall 2020 following this or newer methods rotation plan. 3-year methods and required course schedule needs to be created.

Frank Serafini will work with Dana Duggan to gather some information about doctoral courses, instructors, and number of students over past 3 years to inform the future conversations about this topic.

3.7. Doctoral program budgets – to be discussed during our next meeting.

3.8. Mentoring compacts. What, where, why, how? – to be discussed in Dec meeting.

3.9. Use of student and faculty listserv and emails. For what purpose? What to do with requests to participate in studies, surveys etc.? Develop guidelines for information sharing?

Decision: we should not use listserv to distribute advertisements or to raise funds. Material, information, and calls related to research are prioritized. We/TDCD/doc programs could consider to develop weekly news blast instead of sending each email and announcement separately.

3.10. Revitalizing Current Issues in Education student journal. To be discussed during our next meeting.

4. Less time sensitive items

4.1. Information flow chart/ trouble shooting ‘directory’. Where to go with your questions guide.

4.2. Training initiatives (TA, RA, ethics/academic integrity)

4. Other items

5. Next meeting Nov. 4th 2019 12-2pm Farmer 146