

## **GRADUATE COLLEGE COMMITTEE REPORT TO THE SENATE    MAY 2021**

The Graduate College Committee was charged by Dean Thorpe to evaluate new applications for Graduate Assistants. This year the evaluation process was streamlined with a new spread sheet developed by Simone Cooper , doctoral assistant in the NWGC Dean’s Office and a shorter application based on recommendations of the committee the previous year. Committee members evaluated and ranked 57 new faculty and professional staff applications. Committee members worked virtually for four weeks during March and April and met several times through email to discuss the 57 applications. The Committee commended Simone for her exemplary work reorganizing and improving the records and the evaluation procedures.

### **Committee Members**

Chrysoula K. Fantaousakis

Jane Webber [jwebber@kean.edu](mailto:jwebber@kean.edu)

Chrysoula K.E. Fantaousakis [fantaou@kean.edu](mailto:fantaou@kean.edu)

Gabriel Fuentes [gabriel@kean.edu](mailto:gabriel@kean.edu)

Jenny Li [juli@kean.edu](mailto:juli@kean.edu)

Kelly Sullivan [ksullivan@kean.edu](mailto:ksullivan@kean.edu)

Mahchid Namazi [mnamazi@kean.edu](mailto:mnamazi@kean.edu)> (resigned in spring)

Mary Ann Walko [mwalko@kean.edu](mailto:mwalko@kean.edu)

Norma Bowe [bowe@kean.edu](mailto:bowe@kean.edu)

Dilrukshi Ramanathan [amanatd@kean.edu](mailto:amanatd@kean.edu)

### **Recommendations for Next Year:**

- Provide examples and specific criteria for applicants. For example, only two applications contained a specific evaluation plan for the proposed GA. Few applications specified the number of hours/meetings with the proposed GA.
- A sample “model” application would help faculty and professional staff better understand expectations.
- Some sections of the application overlap.
- Although some sections may not pertain to all departments or offices, the application calls for a response.
- A survey should be sent to this year’s applicants for their feedback and recommendations to continue to improve the application form and procedures.

Respectfully submitted,

Jane Webber, Co-chair

## GRADUATE COLLEGE COMMITTEE

### ROSTER 2020-2021

Norma Bowe	nbowe@kean.edu	PE, Recreation, & Health
Chrysoula Fantaousakis	cfantaou@kean.edu	Psychology
Gabriel Fuentes	gabriel@kean.edu	Michael Graves College Architecture
Jenny Li	juli@kean.edu	Computer Sciences and Technology
Dil Ramanathan	ramanatd@kean.edu	STEM NJ Center for Science, Technology & Math
Kelly Sullivan	ksullivan@kean.edu	Occupational Therapy
Mary-Ann Walko	mwalko@kean.edu	Elementary & Bilingual Education
Jane Webber, C -Chair	jwebber@kean.edu	NWGC CED
Simone Cooper	ga@kean.edu	Office of the Dean
Ilaf Sattar	isattar@kean.edu	Office of the Dean
Dean Christine Thorpe	chthorpe@kean.edu	Dean of the NWGC

## **Graduate Assistantship Selection Process**

### **Feedback from Committee Members Fall 2020**

#### **Committee Members**

1. Have all the committee members appointed before the meetings begin.
2. Discuss questions about the selection process before starting.
3. Should larger colleges have more representation?
4. Clarify the members' roles. Do they represent and advocate for their department or college, the university, or make decisions based on personal choice.
5. Members who do not come to the meetings should be replaced.

#### **Rating System**

1. Simplify the rating system to a 1-2-3.
  - (a) Presentation and recommendation by the college committee member.
  - (b) Overall value to the university or to the college compared to other applications.
  - (c) Can applicant's needs be better met by in-house or other services?
2. One rating system for college applications with a second rating system for individual professors or grants.
3. Have only one rubric.
4. Could members review and rank all the applications in their college and present them in rank order to the committee?

#### **Individual Professor's Applications vs. or College Applications**

1. Individual professor's applications should be evaluated on a different scale than a college's needs--comparing apples to oranges.
2. Remind faculty to include research assistants when writing grant proposals.

## **Graduate Assistants**

1. Benefit to graduate assistant vs. benefit to university or professor.
2. Prioritize graduate assistantships for students with financial need.