

## Minutes of CGSR Meeting #6 on 10/30/2018

The Committee on Graduate Studies and Research (CGSR) held its 6<sup>th</sup> meeting of AY '18/'19 on October 30, 2018 (Monday) in Salisbury Labs room 305.

Present: S. Scarlata (Co-Chair), R. Rao (Co-Chair), S. Johnson, M. Rolle, B. Choate (GS), T. Camesano (Dean of Graduate Studies)

Absent: G. Fischer, M. Timko, B. Vernescu (Vice Provost for Research)

Guests: M. McGrade (Graduate Admissions)

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Professor Scarlata called the meeting to order at 3:02 PM

1. The minutes of the October 23, 2018 meeting were approved.
2. Michael McGrade presented the 2018 Graduate Admissions Annual Report for discussion. Overall, applications decreased in AY17-18 compared to previous years, primarily due to decreases in international student applicants (especially from China and India). Recruiting strategies and WPI program rankings were discussed.
3. T. Camesano gave an update on graduate course online course evaluation response rates. Response rates did not drop substantially in A term for online course evaluations compared to paper course evaluations.
  - a. Action item: Need to be able to enter faculty names for team taught classes.
  - b. Action item: Reach out to faculty who had the best response rates to see how they administered the online evaluations (e.g., time provided in class) to see which approaches work for dissemination to faculty.
4. B. Choate reached out to the committee for assistance recruiting graduate student department representatives to serve on the Graduate Student Senate.
  - a. Action item: Follow up with department graduate coordinators for assistance with identifying graduate student representatives.

The meeting adjourned at 3:55 PM.

Respectfully submitted,  
Marsha Rolle  
CGSR secretary (B18)