Annual Report of the Committee on Graduate Studies

to the Faculty of Arts and Sciences

May 6, 1997

A. Overview

The last annual report of the Committee on Graduate Studies (COGS) was distributed to the faculty on December 5. 1995. This report covers major actions by COGS since that date, as well as some other recent developments in the graduate studies program in Arts and Sciences at William and Mary.

William and Mary now offers Master's and Ph.D.'s in American Studies, Applied Science, Computer Science, History, and Physics, the M.A. and Psy.D. in Psychology, and Master's programs in Anthropology, Biology, Chemistry, and Public Policy. The major new development this year is the approval of a Ph.D. in Anthropology, which awaits the identification of funds to support the program and approval by SCHEV before it can be implemented. The Master's in Operations Research, managed by Mathematics prior to this year and Applied Science this year, will be a computational Operations Research track in the Computer Science department in the future.

This year also saw the stipends of Ph.D. students in all of our programs brought up to nationally competitive levels and a corresponding increase in the total College budget for graduate aid. Stipends for Master's students continue to be low and it is essential that these be raised in the future. Increases in Master's stipends may be linked to efforts by the departments to find some matching funds.

It is essential that we maintain a climate which supports and encourages learning for all of our students. A gender climate problem identified last year was addressed this year. The experience increased our awareness, and the COGS decided to conduct a periodic survey of our graduate students to assess and measure student feelings and concerns about the learning climate at William and Mary. Results from the first survey will be analyzed soon. Issues concerning student health insurance, placement, and teacher training were also discussed this year.

The graduate programs which remain after the implementation of the Strategic Plan are all essential to the mission of William and Mary, and must continue to be strengthened and improved. Reviews of four of these programs (Biology, Chemistry, Public Policy, and Physics) were completed this year. These reviews identified needs which are being addressed.

The next section of this report, Sec. B, gives more detailed information about the issues referred to briefly in this overview. Section C gives important statistical information about the class which entered in the fall or 1966, and Sec. D concludes with some graphical information about the William and Mary program.

B. Major Issues

1. Approval of the Anthropology Ph.D.

During the 1995-96 academic year, the Committee discussed and evaluated the proposal from the Department of Anthropology to create a Ph.D. in Historical Anthropology and Historical Archaeology. After considerable discussion of all the issues, the Committee passed the following motion at its meeting on April 8, 1996:

The Committee on Graduate Studies (COGS) reports to the Faculty of Arts and Sciences that the March 25, 1996, Anthropology Ph.D. proposal is academically sound and persuasive. Furthermore, the COGS will recommend approval of the proposal upon presentation to the COGS of a detailed and acceptable budget regarding: (1) how new money is to be found for the proposed Anthropology program, and (2) how commitments to raise current graduate programs' budgets and stipends to nationally competitive levels will be met.

In the Fall of 1996 it became apparent that the funding level for existing graduate programs had substantially increased since the previous April (see below) and funding scenarios for the new Anthropology program could be developed which did not take resources away from existing programs. The Committee reconsidered the Anthropology proposal at its meeting on September 30, 1996, and moved recommended that the Faculty of Arts and Sciences approve the proposed PhD program in Anthropology. The proposal was brought before the Faculty at its meeting on March 4, 1997, where the following motion was passed:

With the understanding that the program will be implemented only within available funds, and not at the cost of existing programs, the Faculty of Arts and Sciences approves the establishment of a PhD in Anthropology with specializations in Historical Archaeology and Historical Anthropology.

The Department of Anthropology and the Administration have identified about 3/4 of the funds needed to establish this new program, and are currently looking for the remaining funds.

2. Increases in Stipends and the Graduate Aid Budget

Budget for Graduate Aid - At the request of the Dean of Research and Graduate Studies, next year's (1997-98) budget for graduate aid was fixed by the Provost early in January, 1997, giving time for the graduate programs to plan their recruitment and manage their funds wisely. As a consequence of the Strategic Plan, the total budget for graduate aid is almost 5% larger next year:

Year	Total support
1996-97	\$2,215,760
1997-98	\$2,323,440

The budget includes funds for both stipends and tuition. If the College decides to increase tuition for graduate students next year, it will also increase the tuition component of the graduate aid budget so that the amount for stipends will remain unchanged.

Stipends - In response to the Strategic Plan, stipends have now been raised to \$10,000 for Ph.D. students in American Studies and History, and to \$14,000 for Ph.D. students in the sciences (Applied Science, Computer Science, and Physics). The College pays only the 9 month portion (\$10,500) of the science stipends. Master's stipends vary from \$5,000 to \$7,000 for the academic year and some programs offer small summer awards. Ph.D. stipends are now at competitive levels (but must continue to increase to keep pace with the competition) but further increases in Master's stipends are essential.

New Dean's Open Fellowships - The budget for next year establishes two new Dean's Open Graduate Fellowships, which pay an annual stipend of \$14,000 plus tuition for 4 years. These are awarded to incoming students in an open competition. This year the recipients are Stephen D. Feeley (History) and Melissa Rau (Computer Science).

Health Insurance - Research graduate students (those who have completed all course work for the Ph.D.) may enroll for up to 12 credit-hours of research by paying tuition for only one credit-hour. Under this plan their health fee is not included, however, and many students who have research graduate status are unaware that they have no health coverage. The Graduate Student Association (GSA) has asked that research graduate students supported by the College also have their health fee covered and Dean Gross has agreed to try to implement this request next year.

Graduate programs are encouraged to establish a family leave policy for graduate students that would permit them to take time off when a birth or death occurs in the family. In this connection, attention is called to the fact that graduate students who are on an officially recognized leave of absence while seeking a degree at William and Mary are eligible to continue their Trigon Blue Cross/Blue Shield insurance coverage, even if they are not paying tuition. To continue this coverage the agent (currently Steve Flannery, at 566-0711) must

be notified and the student must continue to pay the usual premiums. This arrangement will make it possible to continue student health coverage during family leaves.

Internal Audit - The graduate programs and office were audited. No major problems were uncovered, but their will be some changes in procedures as a result of the audit.

3. The Computational Operations Research Track in Computer Science

The Operations Research (OR) program which originally offered the MS degree through the Department of Mathematics attracts good students, fills an identifiable national need, and provides TA's needed for the teaching of the small calculus laboratories at the College. For these reasons it was agreed that this program would be continued, but the termination of the Mathematics MS program required that the OR program be administered within another department. This year the program was administered by the Applied Science department. However, because of the overlapping interests of the OR faculty and several of the Computer Science (CS) faculty, it seems to be in the best long term interests of both OR and CS to administer the OR program as a special track within the Computer Science MS degree.

A Memorandum of Understanding (MOU) outlining how this will be done was recently approved by the CS department and next year the OR program will be restructured as a computational Operations Research track (CORT) within the CS department. Implementation of the new MOU will require changes in both the OR and CS curriculum, and will require extensive revision of the graduate catalogue.

4. Program Reviews

Since the last annual report (dated Dec. 5, 1995) the Committee completed the review of four of its graduate programs and approved new procedures for joint reviews of undergraduate and graduate programs.

Approval of Joint Reviews - Procedures and a timetable for joint reviews were approved by the Committee at its meeting on November 26, 1996. The time table calls for the entire review to be completed within 15 months. The graduate part of the joint review process begins in September with the selection of an internal review committee and ends the following November with the transmission of all reports and responses to the Dean of the Faculty and the Provost.

Biology - The external and internal reports reviewing the Biology master's program, and the department's response, were first discussed by the Committee at its meeting on May, 6, 1996. At that time the Committee voted to ask the Biology department for a report on the detailed usage of all laboratory space on a lab by lab basis, including the number of hours of use each week. This report was presented and discussed by the Committee at its meeting on March 31, 1997. The report showed that, during the previous year, the department made substantial progress in reallocating its laboratory space and in finding more research laboratory space for faculty, including two new faculty it is hiring this year. While the current assignment of laboratory space is adequate to accommodate the current faculty, additional research space will be needed in the future, and renovation of the building and repair and replacement of aging plumbing and electrical equipment are badly needed. The Committee believes that the Biology department needs financial help with these projects, and passed the following motion:

The Committee on Graduate Studies endorses the Biology Department's request for a one time only increase in M&O funds for the 1997/98 academic year to reallocate laboratories, renovate space for new faculty, and support other space redistribution.

Chemistry - The external and internal reports reviewing the Chemistry MA program, and the department's response, were discussed at the December 16, 1996, and the January, 27, 1997, meetings of the Committee. The Committee concluded that (a) the M.A. in Chemistry should be continued, (b) increased support for graduate student stipends is needed, (c) requests for increased student support from the College should be matched by other resources, (d) the M.A. program should be focused to make it unique (e.g. emphasize connections with VIMS and Applied Science), and (e) an ad-hoc committee should be formed to follow up the review process and address ways to strengthen the program.

An ad-hoc Chemistry MA focus committee, chaired by David Thompson, was appointed by the Dean of Research and Graduate Study and is continuing the discussion.

Public Policy - The external and internal reports reviewing the Master of Public Policy (M.P.P.), and the program's response, were discussed at the January 27, 1997, meeting of the Committee. In general, the Committee concurs with the recommendations of the review committees, many of which are already being implemented. The program is off to an excellent start. The Committee (a) recommended that \$1500 be added to the Public Policy M&O budget to support membership in APPAM (the program's professional organization) and (b) noted that adequate computer support is an ongoing problem for Public Policy and all graduate programs and that a plan needs to be developed for regular upgrades of computer support.

Physics - The external and internal reports reviewing the graduate programs in Physics, and the department's response, were discussed at the March 31, 1997, meeting of the Committee. The Committee agrees with the assessment of the review committees that the Physics program is in good health and that the program provides exceptional opportunities for students, particularly undergraduates. In addition, (a) attention needs to be given to preparing graduate students for more diverse career opportunities, (b) additional opportunities for graduate students to obtain teaching experience need to be explored, (c) cooperation with the Jefferson Laboratory is a strength of the Physics program at William and Mary that should be continued, and (d) renovation of the Physics department's facilities is needed.

Reviews Scheduled for Next Year - The programs in Applied Science and Computer Science are scheduled for review next year. In addition, the external joint review of the Psychology Department was concluded in the spring of 1996, but the report has not yet been received. This review will be concluded next year after the external report has been received.

5. Professional Support for Graduate Students

Training for Teaching Assistants and Teaching Interns - The report of the Ad Hoc Committee on Teaching Assistants was reviewed by the Committee and is scheduled for Faculty action at its May 6, 1997, meeting.

The Committee believes that training doctoral students to teach is an important part of their graduate education. When this training is carried out by faculty mentors who really care about the quality of the education offered to their students, the experience is beneficial to both the graduate students, who enjoy a unique opportunity to learn, and the undergraduate students, who may be stimulated by the enthusiasm brought to their disciplines by people close to their age and experience. Allowing some graduate students to teach undergraduate courses is fully consistent with the educational mission of a small public university like William and Mary, where graduate student teachers will never teach more than a very small fraction of the courses offered, and where the dedication of the faculty to excellence in teaching is beyond question.

Placement - The Self-Study recommended that the College should improve its exit advising and placement of graduate students. Helping students find a suitable position to begin their careers is an important responsibility of the graduate programs, especially in today's tight job market. This problem was discussed by COGS at its April 8, 1996, meeting, and at its meeting on May 6, 1996, the COGS discussed this issue with Leo Charette, Director of the Office of Career Planning and Placement. Individual programs and departments are encouraged to meet with Mr. Charette to discuss their needs. The Committee will continue to monitor each program's progress in dealing with this issue.

6. Learning Climate for Graduate Students

Gender Climate in American Studies - The review of the American Studies program completed in 1993 uncovered problems with gender climate. The COGS asked American Studies to follow-up, and their first report prompted the formation of the Macdonald Committee (with Heather Macdonald, chair, and David Finifter, Robert Noonan, and Kate Slevin). The Macdonald Committee report was discussed at the May 6, 1996, meeting of COGS, which requested a written response from the American Studies program.

Before this response was received, the Macdonald Committee met on Aug. 30, 1996, with the Provost, Dean, and the Dean of Research and Graduate Studies to discuss their report. At that time it was agreed that the Provost would wait for the COGS reaction to the American Studies response before meeting separately with

the American Studies faculty and students. The American Studies faculty discussed gender climate at a retreat on Aug. 31 and participated in a gender climate workshop on Oct. 4.

At a meeting on Oct. 28, 1996, the written response of the American Studies faculty was discussed by the COGS and it was accepted without dissent. Both COGS and the Macdonald Committee members who were present felt that the American Studies faculty had responded satisfactorily and that they accepted responsibility for the gender climate problem. Two graduate students from ASLO, the American Studies student organization, said that ASLO had participated in the preparation of the response, but that they had not yet had an opportunity to review and respond to the final document. The ASLO written response was considered by COGS at its meeting on Nov. 25, 1996. The Committee accepted this response and now considers this chapter of the COGS review of gender climate in American Studies to be concluded. The Macdonald Committee was thanked for their excellent work and discharged on November 25.

One outcome of these discussions was the following motion passed by COGS:

As a minimal first step to raising the consciousness of all faculty on gender climate issues, the Committee on Graduate Studies strongly urges departments to hold gender climate workshops, and recommends that those departments that wish to hold such workshops be provided with resources from the Administration to support training in gender climate issues.

The Provost has set aside money for these workshops.

Graduate Student Survey - Partly because of the increased awareness which resulted from the Macdonald Committee report, COGS decided to conduct a learning climate survey in all graduate programs during the 96/97 academic year, with a follow-up survey in three years. This survey was prepared by an ad-hoc committee, with Kelly Shaver, chair, Larry Evans, Kate Slevin, and graduate students Cindy Burns (assistant in the Dean's office) and Matt Cohen (GSA president). The survey was distributed to all A&S graduate students in early April. As of April 21, 164 responses (out of about 400) had been received. The survey will be analyzed soon.

7. Other Actions and Issues

Web Site Development - The College Web site now provides direct access to information about graduate and professional programs. The site needs constant attention and development.

Meetings with Graduate Students - Matt Cohen (GSA president) and Dean Gross are organizing regular, informal meetings with graduate students. Two meetings were held this year, and more will be scheduled next year.

Should the D Grade Exist for Graduate Students? - D grades given to graduate students carry no credit toward a degree, but contribute to the grade point average. In graduate studies a C grade plays a role similar to the role played by the D grade in undergraduate studies. The role of a D grade for graduate work is therefore unclear and many graduate programs at other universities to not recognize a D. This question will be discussed further by the COGS next year.

Revision of the Statement of Policy and Administrative Procedures - The Statement of Policy and Administrative Procedures for graduate studies has not been revised since 1978. It will be revised next year.

Graduate Courses in Departments Which Do Not Offer a Graduate Degree - Several departments which do not offer a graduate degree would like to offer occasional graduate courses to unclassified students, or to students pursuing a degree in another program. A procedure for approving such courses and listing them in the graduate catalogue will be discussed by COGS next year.

C. Statistical Summary

1. ADMISSIONS - Fall Semester 1996

DEPARTMENT	¹ NUMBER APPLICANTS	² NUMBER ACCEPTED	NUMBER MATRICULATED
AMERICAN STUDIES	132	65	16
ANTHROPOLOGY	40	16	10
APPLIED SCIENCE	72	44	15
BIOLOGY	31	17	. 8
CHEMISTRY	47	44	5
COMPUTER SCIENCE	187	43	16
HISTORY	184	44	25
PHYSICS	53	27	.9
PSYCHOLOGY	99	15	4
PUBLIC POLICY	90	48	22
TOTALS	935	363	130
PSY.D. PROGRAM ³	133	14	10

¹Figures based on completed applications for fall admission as reported by each graduate department.

²Figures include all applicants offered admission as reported by each graduate department.

³Total in Consortium.

2. AVERAGE UNDERGRADUATE GRADE POINT AVERAGE OF ENTERING STUDENTS (4.0 SCALE)

DEPARTMENT	FALL 1994	FALL 1995	FALL 1996
AMERICAN STUDIES	3.58	2.99 (23 of 26)	3.51 (13 of 16)
ANTHROPOLOGY	3.23	3.41	3.44 (9 of 10)
APPLIED SCIENCE	3.36	3.68	3.53 (13 of 15)
BIOLOGY	3.12 (18 of 19)	2.90	3.13
CHEMISTRY	2.98	3.14 (3 of 5)	3.24
COMPUTER SCIENCE	3.45	3.30 (19 of 22)	3.55 (15 of 16)
ENGLISH	3.30	3.43 (18 of 19)	**************************************
GOVERNMENT	3.37		
HISTORY	3.35 (20 of 23)	3.54 (20 of 22)	3.57 (21 of 25)
MATHEMATICS	3.46 (8 of 9)	3.63	
PHYSICS	3.48 (7 of 8)	3.52 (9 of 11)	3.55 (7 of 9)
PSYCHOLOGY	3.48	3.48	3.46
PSY.D. PROGRAM	3.47	3.36	3.34
PUBLIC POLICY	3.08	3.34	3.31 (19 of 22)
SOCIOLOGY	3.12	4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	

3. AVERAGE GRADUATE RECORD EXAMINATION SCORES OF ENTERING STUDENTS¹

		FALI	. 1995		FALL 1996					
DEPARTMENT	VERB	MATH	ANALY	ADV	VERB	MATH	ANALY	ADV		
AMERICAN STUDIES	590	557	619 (23 of 26)		613	583	595			
ANTHROPOLOGY	619	595	669		637	621	678			
APPLIED SCIENCE	490 (1 of 2)	800	630		567 (14 of 15)	747 (14 of 15)	709 (14 of 15)			
BIOLOGY	541	626	619	652 (12 of 14)	573 (7 of 8)	657 (7 of 8)	667 (7 of 8)	740 (5 of 8)		
CHEMISTRY	576 3 of 51	713 3 of 5	666 იარე	527 3 of 5)	578 (4.of 5)	720 (4 of 5)	625 (4 of 5)	540 2 of 51		
COMPUTER SCIENCE	540	715	665	660 (4 of 22)	597	713	698	690 (3 of 16)		
ENGLISH	619 (18 of 19)	577 (18 of 19)	636 (18 of 19)	539 (18 of 19)		100 vill 144		w.m.		
HISTORY	608 (21 of 22)	572 (21 of 22)	640 (21 of 22)	486 (7 of 22)	610 (23 of 25)	595 (23 of 25)	635 (23 of 25)	540 (4 of 25)		
MATHEMATICS	489	708	676							
PHYSICS	537	719	673	622 (10 of 11)	518	743	642	750		
SYCHOLOGY	565	569	619	604 (11 of 12)	643	, 665	715	648		
PSY.D.	606	605	645	609	587	606	658	622		
PUBLIC POLICY	585 (23 of 24)	605 (23 of 24)	622 (23 of 24)		561 (20 of 22)	650 (20 of 22)	679 (20 of 22)			

¹Table includes all regular and provisional students. Scores on the advanced portion of the GRE are not reported unless at least 70% of the enrolling students took the test.

4. REGISTERED REGULAR & PROVISIONAL GRADUATE STUDENTS¹ Fall 1994 to Fall 1996

DEPARTMENT	FALL 1994	SPRING 1995	FALL 1995	SPRING 1996	FALL 1996
AMERICAN STUDIES	40	38	56	54	52
ANTHROPOLOGY	23	19	22	17	23
APPLIED SCIENCE	44	47	41	39	49
BIOLOGY	37.	32	34	30	27
CHEMISTRY	10	10	9	7	8
COMPUTER SCIENCE	56	59	69	71	64
ENGLISH	21	21	23	24 -	2_
GOVERNMENT	13	12	3	. 3	0_
HISTORY	60	58	65	61	68
MATHEMATICS	16	8	18	10	6_
PHYSICS	48	46	53	52	55
PSYCHOLOGY	14	13	16	15	16
PUBLIC POLICY	32	31	43	41	43
SOCIOLOGY	16	14	10	7	1
A & S TOTALS	430	408	462	431	414
PSY.D. PROGRAM ²	55	50	56	53	59

¹Totals include both full-time and part-time registration.

²Total in Consortium.

5. GRADUATE DEGREES CONFERRED 1995-96

DEPARTMENT	DEGREE	AUGUST 1995	DECEMBER 1995	MAY 1996	TOTAL
AMERICAN STUDIES	M.A. Ph.D.	1 0	4	6 3	11 4_
ANTHROPOLOGY	M.A.	3	4	3	10
APPLIED SCIENCE	M.A. M.S. Ph.D.	1 0 1	0 3 1	0 5 3	1 8 5
BIOLOGY	M.A.	4	9	2	15
CHEMISTRY	M.A. M.S.	1	6	1 0	8
COMPUTER SCIENCE	M.S. Ph.D.	1 0	3 0	5 0	9
ENGLISH	M.A.	3	4	4	11
GOVERNMENT	M.A.	1	3	3	7_
HISTORY	M.A. Ph.D.	4 2	5 1	3 0	12
MATHEMATICS	M.A. M.S.	0 0	0 7	0 0	0 7
PHYSICS	M.A. M.S. Ph.D.	0 1 4	0 1 0	0 5 1	0 7 5
PSYCHOLOGY	M.A. Psy.D.	3 2	2 3	3 2	8
PUBLIC POLICY	M.P.P.	1	0	12	13
SOCIOLOGY	M.A.	3	2	2	7_
TOTALS	M.A. M.S. M.P.P. Ph.D. Psy.D.	24 2 1 7 2	39 14 0 3 3	27 15 12 7 2	90 31 13 17 7

5. GRADUATE DEGREES CONFERRED 1995-96 (cont'd.)

TOTAL NUMBER OF DOCTORATES CONFERRED AUGUST 1995 THROUGH MAY 1996

Arts and Sciences

17 Ph.D., 7 Psy.D.

Education

29 Ed.D.

Marine Science

4 Ph.D.

M.A. IN EDUCATION

Secondary School Teaching - 33

6. GRADUATE DEGREES AWARDED DURING THE LAST 10 YEARS1 (August - June)

					,	ugust -	,						
	PROGRAM										•		TOTAL SINCE
	INITIATED	86-87	87-88	88-89	89-90	90-91	91-92	92-93	93-94	94-95	95-96	8/96	AUG. 1986
AMERICAN 1	982-MA	2	3	4	11	14	8	12	10	9	11	1	85
STUDIES 1	988-PhD			0	0	0	0	11	2	11	4	0	8
ANTHRO- 1	979 -MA	8	4	8	9	8	7	5	12	10	10	0	81
POLOGY													
APPLIED 1	970-MA/MS	0	0	0	0	1	1	1	2	6	9	1	21
SCIENCE 1	990-PhD					0	0	l 1	1	4	5	0	11
BIOLOGY 1	963-MA	2	7	5	10	4	5	7	8	13	15	3	79
CHEMISTRY 1	964-MA/MS	5	4	5	7	4	5	7	11	2	8	0	58
=	984-MS	19	10	15	19	15	13	23	16	12	9	3	154
***************************************	986-PhD			00	3	0	3	2	4	3	0_	1_	17
ENGLISH 1	970-MA ²	8	9	10	9	18	11	15	17	15	11	5	128
GOVERNMENT 1	966-MA	3	6	8	8	9	10	4	7	12	7	0	74
	1955-MA	14	13	7	16	13	10	10	7	16	12	4	122
	1967-PhD	4	1	11	5	2	9	6	4	11	3	2	38
MATHEMATICS	1961-MA/MS	7	2	9	5	10	6	8	9	9 .	7	. 0	72
PHYSICS	1959-MA/MS	5	8	6	14	8	10	8	11	9	7	0	86
	1964-PhD	44	5	3	6	6	7	7	7	6	5	1	57
PSYCHOLOGY 1	1953-MA	4	6	3	11	5	7	7	9	. 5	8	2	67
	1978-PsyD	8	8	10	14	8	7	5	6	_13	7	2	88
PUBLIC 1 POLICY	1991-MPP							18	17	14	13	1	63
	1967-MA	3	4	6	5	5	5	2	6	2	7	3	48
A&S TOTALS: N	MA-MS-MPP	80	76	86	124	114	98	127	142	134	134	23	1138
I	PhD	8	7	4	14	8	19	17	18	15	17	4	131
. I	PsyD	8 ,	8	10	14	8	7	5	6	13	7	2	88

¹See Table E for M.A. in Education degrees. ²Earlier Program suspended in 1963.

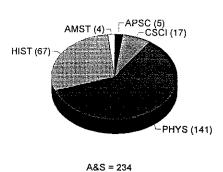
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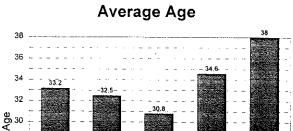
Arts and Sciences PhDs

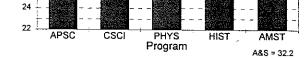
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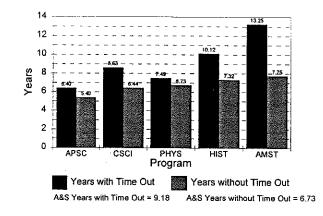
Degrees Awarded







Years to Complete Degree



Gender

