**Graduate Council Minutes**

**September 16, 2011**

The Graduate Council met on Friday, September 16, 2011 at 1:00 pm in the Cardinal Room of the University Center.

**Members present**: R. Adams, J. Byrd, R. Carton, L. Comer, K. Cooper-Duffy, L. DeWald, G. Graham, K. Greysen, S. Higgins, A. Malesky, P. Robertson , D. Sally, J. Shirley, S. Swanger, K. Topolka-Jorissen and L. Wright

**Members absent**: S. Ha, B. Kloeppel, and Karen Lunnen

**Others present:** E. Frazier

**Announcements** The announcements were distributed as an electronic handout for the meeting. Scott announced that a graduate student was needed to serve on the Chancellor’s Teaching Award Committee and asked Graduate Council members to send him names of any student they might know who would be interested in serving. The November 11 Graduate Council meeting has been moved to November 18 because of a schedule conflict with the Council of Graduate Schools Conference dates which were changed to November 10 and 11.

**Approval of the Minutes** Motion and second to approve the minutes of the April 15, 2011 meeting. Motion passed.

**Standing Committee Reports**

 **Graduate Faculty Review**

The new 4.11Graduate Faculty Status Appointment criteria document has been fully approved and the committee is now using the new criteria when reviewing graduate faculty nominations.

 Continuing graduate faculty were converted to the new status categories by each college over the summer and the revised graduate faculty lists were submitted by each Dean to the Graduate School for updates. The updated graduate faculty list of all graduate faculty was submitted to and approved by the Graduate Council. The addition to the graduate faculty list of the new graduate faculty hires for the 2011-12 academic year will occur over the fall term once the names of these new graduate faculty members are submitted to the Graduate School by the Provost’s Office.

 The tracking of appointment dates for graduate faculty is still under discussion. Dana told the Graduate Council that he was meeting with IT to discuss where in Banner the information could be entered, tracked and reported from and will report to the Graduate Council the results of this meeting.

 The following persons were approved by the Graduate Faculty Review Committee as members of the graduate faculty and came as aseconded motion for approval.

 Katherine Greysen Graduate School Associate

 Jamie Vaske Psychology Associate

 Melissa Wargo English Associate

 Anna Fariello Art & Design Associate

 Patrick Taylor Art & Design Associate

 **Curriculum Review**

The following curriculum items were reviewed by the Curriculum Committee and came as aseconded motion.

 **AA-6:**

 Master of Public Affairs- Elimination of all concentrations from the MPA curriculum.

**New Courses:**

MBA 682 Independent Study Project (1-3, R6)

MBA 693 Special Topics in Business Administration (1-3, R6)

 Motion passed.

Gael Graham, a Curriculum Committee member, presented to the Graduate Council proposed revisions to the AA-4, AA-5 and AA-6 curriculum forms in order to improve the Graduate Council curriculum review and approval process. The Curriculum Committee compiled a list of persistent concerns and themes from their experiences reviewing curriculum items last year which they anticipate would be resolved if the suggested revisions were implemented. The Curriculum Committee needs to meet and discuss the proposed revisions as a committee and will report back to the Graduate Council at the October 7 Graduate Council meeting. Scott stated that he would submit the proposed revisions to the Provost’s Office for review and approval once the revisions had been voted on and approved by the Graduate Council. The AA-4-AA-6 forms are Provost Office forms.

 **Academic Policy & Review**

The new graduate policy for International Applicant Admission and Transcript Evaluation Requirements (see announcements) was approved. The new graduate policy went into effect July 1, 2011.

Future policies that will be under review by the committee for the 2011-12 academic year include the Stop Out policy and the transfer of non-degree credit.

 **Student Financial Aid**

A reallocation of scholarship funds for the 2010-11 academic year allowed the committee to award eight Chancellor’s Fellowships of $6000 instead of six Chancellor’s Fellowships of $4000. Twenty Study Grants of $750 instead of fifteen Study Grants of $620. The Graduate Council Student Financial Aid Committee selected the students for these awards.

**Agenda Items**

Scott discussed the Graduate School budget cuts. The total amount of Graduate School funding cuts for financial aid equals $235, 000. This cut includes 29 graduate assistantships which are all funded with state appropriation dollars. There have been three reversions and two budget cuts since 2009. Because of these cuts, the Graduate School is not in a financial position at this time to approve all the replacement graduate assistant requests received from programs, and cannot provide the financial services it has in past years. There is also the possibility of a 2011-12 budget reversion as early as September 2011.

 Scott announced that information about the revised GRE can be found at:

<http://www.ets.org/s/gre/pdf/score_scale_guide.pdf>

<http://www.ets.org/gre/institutions/scores>

(Brief video)

<http://www.ets.org/s/gre/swf/gre_score-scale-video/GRE_ScoreScale_Video.html>

Beginning in November, score reports for the revised GRE will be sent. The GRE score reports will show both new and old scores for comparison. Scott asked that all programs begin collecting GRE score data on their applicants and admits in order to determine new GRE percentiles for admission into and successful completion of their graduate program.

**Suggested Agenda Items**

**For 2011-12**

Calculation of FTEs- Scott reported that the Deans continue to have the discussion about how to calculate FTEs across disciplines. Professional accreditation issues are recognized as a factor. SCHs are still how University funding is calculated.

Faculty load differential for attaining and maintaining graduate faculty status - Scott stated there are no more financial resources available to address this item.

Allowing superior undergraduate students to take one (or more) graduate classes during their final semester - Scott shared that he was in ongoing discussions with Larry Hammer, the University Registrar, about the possibility of undergraduate students taking graduate classes. Larry contends that Banner, the student information systems, precludes this so undergraduates have to register for undergraduate courses and cannot get graduate level credit. Larry suggests the offering of undergraduate independent study courses with graduate level content for these students to take. Sue Swanger shared that she has a graduate student in her program that took graduate level courses as an undergraduate at the University of South Carolina which appeared on her transcript. Scott will continue to follow up with Larry on this matter.

The meeting was adjourned at 2:45 pm.

Submitted by – Elizabeth Frazier

Please note: All attachments are on file in the Graduate School with the Graduate Council meeting minutes.