

**Graduate Council
Minutes
January 31, 2020**

The Graduate Council met on Friday, January 31, 2020 at 1:00 pm in the UC Dogwood Room.

Members present: J. Bowers-Campbell, M. Claxton, J. Crolley-Simic (D. Hudson proxy), B. Gehrig, Y. Hillon, D. Hudson, J. Hyman, B. Kloepfel, T. Orr, A. Perry, S. Rader, H. Rimes, A. Rutishauser, M. Snyder, and P. Yanik

Members absent: J. Campbell, L. Hammer, R. Laboray, C. Parrish, F. Razzaghi, T. Rogers, R. Scales, and Y. Yan

Others present: E. Frazier

Approval of the Minutes Motion and second to approve the minutes for the January 10, 2020 meeting.

Motion passed.

Program Updates

The Graduate Student Association travel grant application deadline is February 10, 2020. GSA has \$15,580 for spring term travel awards. Award notifications will be sent by the end of February. The GSA executive board application has been updated, and will be available from February 10 to March 20. On February 21 GSA is hosting a leadership information session, and on March 18 GSA is hosting a social event in the afternoon. GSA is submitting a proposal to the Graduate School to request stipends for GSA officers.

The application deadline to participate in the Graduate Research Symposium is January 31. Please encourage graduate students to participate in the Graduate Research Symposium on March 25 and 26.

The College of Business Dean position will be posted on February 5th.

The Higher Education Student Affairs program has an on-site program review visit in February.

The College of Education assessment day is scheduled for January 31.

Eleven students from the Master of Public Affairs program will be attending the City/County Managers Conference. Master of Public Affairs student Rachel Taylor will be presenting the results of her summer work, an economic development recommendation report related to increasing recreation on the French Broad River in Transylvania County, at two upcoming conferences: the North Carolina City County Manger's Association Conference in February 2020 and the Water Resources Research Institute Conference in March 2020. The project examined the economic impact of "blueways"; more detail can be found at <https://www.transylvaniatimes.com/.../study-looks-.../42853.html>

Graduate English students will be attending regional conferences.

Four faculty members and 15 students from the Physical Therapy program are attending the national research conference in Denver, Colorado.

The search for a Chief Marketing and Communications Strategist received fifty applications to date.

Graduate School thanked Dr. Joy Bowers-Campbell for organizing and leading the three Program Director workshops scheduled on January 28, 29, and 30. Graduate School shared that financial hardship resources are available to students. Dean Kloeppe communicated that the Graduate School and the Council of Graduate Schools have information to help with program review and accreditation requests.

Academic Policy and Graduate Faculty Review

No Graduate Faculty nominations were submitted to the Graduate Faculty Review Committee.

Curriculum Review

The following curriculum items were reviewed by the Curriculum Committee and came as a seconded motion for approval and were approved.

Project Management Program Change Proposal

Masters in Project Management:

The MPM courses and titles have been updated and the MPM program material needs to reflect these changes.

Note: The changes in this program and its courses impact the Masters in Construction Management.

Project Management Course Change Proposals

PM 650 – The Project Management Mindset and Project Teams (6 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description: An overview of the project management discipline, project phases, and PMBoK knowledge areas; project manager, leadership, and team dynamics; motivation, conflict, and empowerment

PM 652 - Project Selection, Initiation, and Legal Considerations (6 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description: Organizational structure and project strategic alignment; decision analysis and financial tools for project selection; negotiation and influence, regulatory and legal environments in the project context

PM 654 - Project Planning (6 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Also, the MPM program added PM 650 and PM 652 as prerequisites for this course.

Course description: Preparation of the project plan; requirements, stakeholder

and risk analysis; work breakdown structure, scope, quality, communication, cost planning; network diagram, critical path, and schedule development; resource allocation

PM 656 - Project Execution (6 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Also, the MPM program added PM 650, PM 652, and PM 654 as prerequisites for this course.

Course description: Project baseline and approval; project controls and integration management: change control, earned value management, quality assurance and control, resource leveling and schedule compression

PM 658 - Project Closeout, Ethics, and Approaches (6 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Also, the MPM program added PM 650, PM 652, PM 654, and PM 656 as prerequisites for this course.

Course description: Termination of projects, administrative closeout and audit, lessons learned procedures; professional responsibility and ethics, information systems and projects; AGILE project management; alternative PM perspectives; managing global projects.

PM - 660 - Advanced Topics in Project Management (6 hours):

The material for this course has been updated and the description and title need updating to reflect these changes.

Also, the MPM program added PM 650, PM 652, PM 654, PM 656 and PM 658 as prerequisites for this course.

Course description: Organizational politics; the Project Management Office – chair at the table; project management maturity - the competitive advantage; using project management to lead organizational change; portfolio and program management.

Public Affairs Course Change Proposal

PA 680 - Frontiers in Public and Nonprofit Management (3 hours)

This course provides public affairs graduate students with an overview of selected current issues in public and nonprofit management.

Physical Therapy Program Change Proposal

The 2019-20 catalog states the curriculum has Total credit hours: 111, although the total as currently stated is 107. With the requested changes [below], the new total will accurately total 111.

In addition to changes in the course numbers for a sequence of two of the three clinical practicum courses PT 981 (PT 883 in older curriculum), and PT 982 (PT 884 in older curriculum), PT 981 and 982 require an increase in credit hours from 3 hours to 4 hours each, and PT 983 requires an increase from 5 hours to 7 semester credit hours that correspond with an increase in clinical practicum lengths as noted in each of these proposals. The proposed course number changes are intended to represent moving PT 981 and PT 982 from earlier in the curriculum to later in the new curriculum. These changes were intended to be included in the original program curriculum modification that was previously approved and began in the Fall 2019 semester.

Note: The changes to the individual courses have already been approved.

Project Management (Post Baccalaureate Certificate) Program Change Proposal

The curriculum has been overhauled. Therefore, the course titles need to be updated to reflect current content. Also, the program description needs updating to reflect that this is a 100% online program.

Note: The changes in this program and its courses impact the Masters in Sports Management and the Masters in Innovation, Leadership, and Entrepreneurship

Project Management (Post Baccalaureate Certificate) Course Change Proposals

PMC - 610 - Project Initiation and Planning (3 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description: This course introduces the student to the principles underlying the field of project management. It focuses on project initiation, chartering projects, and the planning that is undertaken to carry out a project.

PMC - 620 - Project Execution and Closeout (3 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description: This course introduces the student to the principles underlying the field of project management. It focuses on project scheduling and activity estimating, budget estimating, risk planning, project monitoring, and project closeout activities such as scope validation and lessons learned.

PMC - 630 - The Project Manager and People Skills (3 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description: This course introduces the student to one of the often-overlooked skillsets that are vital to the project manager - that of dealing with and managing people. This course will help you gain a better understanding of the personality strengths a project manager must possess in order to lead projects (and the teams associated with the project) to success.

PMC - 640 - Managing Project Teams (3 hours)

The material for this course has been updated and the description and title need updating to reflect these changes.

Course description This course introduces the student to the hardest job the project manager must undertake: managing project teams. In this course, the student will investigate team development, the aspects of successful teams, and how those teams can lead positive change in the organization.

The Curriculum Committee also reviewed the undergraduate curriculum proposal for the Accelerated Bachelor-Master's in Public History program at the request of the University Academic Policy and Curriculum Review Committee.

Financial Assistance

In the 2020 spring term, the Financial Assistance Committee will be reviewing summer assistantship applications.

Dean Kloeppe announced that Summer Graduate Research Assistantship application is available. An e-mail announcement was sent on January 29th. The application deadline is Friday, March 13th.

A request was made to have the faculty sponsor sign off on the summer graduate assistant research report submitted to the Dean of the Graduate School by June 24, 2020.

Dean Report

2020 spring term census enrollment update

Dean Kloeppe provided the Graduate Council with a handout of the 2020 Spring term enrollment census report. Spring term enrollment is up 31 students over last year and spring SCH is up 188 over last year. The 2020 spring term enrollment was 1660 with a goal of 1654. Dean Kloeppe reported to the Graduate Council that the Provost Council is reviewing projected graduate enrollment models for the next five years.

Dean Kloeppe reported on the Graduate School Director of Marketing and Recruiting search. One applicant was invited to a campus interview today. A follow up with the search committee is planned for next week.

Programs of Excellence Scholarship Report

Dean Kloeppe provided the Graduate Council with a handout summarizing the enrollment for the eight programs that received Graduate Excellence Awards. Program outcomes will be reviewed after the 2020 fall term census.

Associate Dean Report

Refer to the agenda item.

Agenda

Discussion regarding a request from Hunter Library:

- What is the Graduate Council's opinion on requiring printed copies of thesis/dissertation/disquisition in the library?
- What is the Graduate Council's opinion on the requirement that each student order a copy even if students are part of a group?

Graduate Council discussed the topics and recommended one electronic copy be submitted to the Library instead of hard copy submissions. Graduate School will follow up with ProQuest.

Graduate Council Agenda Topics

Please send Dean Kloeppe Graduate Council agenda topics.

The meeting was adjourned at 2:00 pm.

Submitted by – Elizabeth Frazier

Please note: All attachments are on file in the Graduate School

