

**Graduate Council
Minutes
September 13, 2013**

The Graduate Council met Friday, September 13, 2013 at 1:00 pm in the Dogwood Room of the University Center.

Members present: M. Boles, K. Cooper-Duffy, C. Cosner, M. Fenton, S. Ha, M. Hollis, B. Kloepfel, K. Mathews, E. McNelis, S. Rajagopal, , D. Sally, R. Tichich proxy for E. Tapley, M. Tanaka, H. Thompson Rainey, K. Topolka-Jorissen, L. Unruh, A. Voelker and L. Wright

Members absent: L. Comer, T. Creasy, D. Russell

Others present: E. Frazier, S. Brown and M. Vecchio

Announcements

Graduate School orientation was held on Thursday, August 22, 2013 at the Ramsey Center. Biltmore Park orientation was held on Thursday, August 15, 2013.

A workshop for second year graduate students preparing for graduation will be held on October 21, 2013.

Two Graduate Program Director Orientation meetings were held on Wednesday, September 4, 2013 and Thursday, September 5, 2013 in the Cardinal Room of the University Center.

The Graduate School has college meetings scheduled during the next several weeks to discuss issues, processes and procedures specific to the graduate programs within each college.

An Ed.D.alumni event is scheduled for October 5, 2013 at Biltmore Park.

Program codes and program director information was distributed.

Approval of the Minutes

Motion and second to approve the minutes for the April 12, 2013 meeting. Motion passed.

Standing Committee Reports

Academic Policy and Graduate Faculty Review

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

Dr. Steve Forst	Nursing	Associate
Ms. Lorrie Willey	Bus.Admin & Law and Sport Mgmt.	Associate

Curriculum Review

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

AA-6

Criminal Justice

A Master of Science Degree Intent to Plan

After discussion, the Graduate Council voted that the AA-6 for the Criminal Justice Master of Science Degree Intent to Plan be approved through the College of Arts and Sciences Curriculum Committee before it is reviewed by the Graduate Council since the Criminal Justice Department was moved from the College of Health and Human Sciences to the College of Arts and Sciences. Although the AA-6 was approved by the College of Health and Human Sciences Curriculum Committee, the Graduate Council Curriculum Committee wanted to ensure that the curriculum proposal goes through the proper review process in the College of Arts and Sciences

Physical Therapy

- The total number of hours in the curriculum is changed to 113 with the various changes approved or pending approval. The mean number of total semester hours for a DPT curriculum nationwide is 116.4 hours (per aggregate data for 2011-2012 published by our accrediting agency) so WCU's program is still reasonable in comparison.
- With the change in the Graduate Record Examination that replaced the analytical portion of the GRE with a writing sample, the Admission's Committee utilizes that score instead of requiring an essay from each applicant. The Committee believes that is a more objective way to score an applicant's ability to communicate in writing. The content of a personal essay is not as important to the Committee since we have implemented a comprehensive interview/open house for applicants. The current statement in the catalog is not really inaccurate since the PT Central Application Service does include an essay on a specified topic but it is misleading since WCU no longer requires the essay.

- Admission's Committee wants to remove the requirement for two courses in the social sciences. Every applicant who has a bachelor's degree (a requirement) has two social science courses so it adds little or nothing to our review of credentials, tends to inflate the pre-requisite GPA, and adds to the workload of those on the Admission's Committee who select and verify courses to be included in calculation of pre-requisite GPA.
- The number of clinical practicum experiences is an error; not sure how it happened. Our students have FOUR clinical practicum experiences for a total of 34 weeks of full-time clinical education. The correction reflects what was approved for the curriculum.
- The changes in the list of courses required in each semester reflects: (1) changes approved earlier this semester (but not reflected in catalog)... specifically the credit hours for the medical screening and cardiopulmonary courses; (2) changes requested for approval with current AA-4's and AA-5's (medical screening and health promotion courses); and (3) an adjustment in the time that Clinical Biomechanics III is offered (from Fall Semester Year 3 to Summer Year 2) that was approved by the Registrar.
- Changes also include correction of several editorial errors (e.g., "applicants" rather than "applicant's" and "College" capitalized when part of College of Health and Human Sciences)

The Graduate Council voted to approve the AA-6 for the Physical Therapy program when the total hours for the degree on the AA-6 are corrected and match the curriculum information course hours included on the AA-6.

Student Financial Assistance

No report.

Graduate Education Advancement

No report.

Agenda Items

Enrollment data was distributed. The number of graduates students enrolled for the 2013 fall term increased over from the 2012 fall term.

A draft of the 2013 Graduate School Strategic Plan was distributed to Graduate Council members which outlines Graduate School initiatives for the 2013-14 academic year.

Graduate Council committee assignments were distributed and goals for the committees were discussed.

Future Agenda Items

- What issues are graduate programs facing?
- What issues and ideas should the Graduate Council be addressing?
- How can Graduate Council members disseminate Graduate Council information to the colleges, departments and graduate faculty?
- Is there a plan for the MAT/MAED programs at WCU? Bring in Provost Fellow to clarify?
- What is the definition of "good standing" for graduate students?
- Plus/minus grading
- Recognizing graduate students with academic distinction?
- Financial literacy for graduate students
- Retention and degree completion
- Six-year time limit for degree completion
- Policy addressing enrollment in the term of degree conferral

The meeting was adjourned at 2:30 pm.

Submitted by – Elizabeth Frazier

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