

**Graduate Council
Minutes
February 6, 2015**

The Graduate Council met Friday, February 6, 2015 at 1:00 pm in the 136 Killian Annex.

Members present: L. Bishop, L. Comer, K. Cooper-Duffy, C. Cosner, T. Creasy, M. Fenton, M. Hollis, B. Kloeppe, B. Lahm, D. Martinez, E. McNelis, E. Myers, E. Nissly, T. Orr, C. Parrish, K. Starr, M. Tanaka, H. Thompson Rainey, and L. Unruh

Members absent: H. Buchanan, K. Mathews, S. Rajagopal and E. Tapley

Others present: E. Frazier, L. Hammer, K. Rowe

Announcements

The March 6 Graduate Council meeting is cancelled. Pending curriculum items and graduate faculty nominations will be submitted by e-mail to the Graduate Council for review and a vote.

Dean Fenton reminded the Graduate Council that the Faculty Scholarship Celebration will be held on Tuesday, February 25, 2015.

Dean Fenton invited the Graduate Council members to attend **the 3rd GRADUATE EDUCATION SUMMIT: FINDING THE BALANCE: RIGOROUS CONTENT INSTRUCTION & RESEARCH VS. PREPARING FUTURE PROFESSION.** The Education Summit is scheduled for Thursday, February 12th in the Blue Ridge Conference Room from 12:30-2:30 and lunch will be provided. The agenda and registration information can be found at <http://www.wcu.edu/academics/wcu-graduate-school/GraduateEducationSummit.asp>.

Dean Fenton announced a new Graduate Faculty mentoring award sponsored by Dr. Curtis Wood.

The application for summer research assistantships will be available next week. Thirty \$3000 assistantships will be awarded.

The Graduate Research Symposium is scheduled for Thursday, March 26, 2015. The link below can be used to apply for the various presentations at the Symposium. The deadline for application is Thursday, February 19, 2015.

[Application Link](#)

[Symposium Link](#)

This year we will be offering four unique presentation formats:

- 1) Research oral presentation
- 2) Research poster presentation
- 3) Three Minute Thesis (3MT) presentation
- 4) Research paper competition

Students can apply to compete in any one, multiple, or all formats. All presentations (oral, poster, and 3MT) will occur at the University Center in Cullowhee.

For the spring term, Tonya Steiert, the Enrollment Coordinator/Recruiter for the Graduate School, will be visiting county offices, hospitals, Boards of Education, Community Colleges and large businesses in Western North Carolina.

The North Carolina Council of Graduate Schools (NCCGS) will be holding the annual conference in Asheville.

The Graduate School has had a large number of background checks for applicants. After a recent IT Data Security training session, a new folder on the h drive was requested in order to share background check information with the review committee. This is a temporary until the Outlook 365 one drive solution is implemented.

Program updates:

The Math program reported that three students will graduate in May.

The Entrepreneurship program reported that Dr. Robert Lahm has been appointed as program director.

The Special Education program reported they finished their accreditation graduate report. The Special Education program is working on licensure requirements for the MAT program. Based upon results of a teacher survey, a new six credit hour credentialing program in two concentration areas is being offered and will be marketed as a leadership component. The Special Education program will be holding an advisory board meeting with special education graduates on March 18th at Biltmore Park.

The History program reported that a standardized rubric to assess language abilities has been implemented for the History program modern foreign language requirement.

The Counseling program is reviewing 62 applications for fall term admission. Applicant interviews will be scheduled on February 27, 2015. The Counseling program reported a decline in School Counseling applications and an increase in Clinical Mental Health counseling applications.

The Psychology program reported that a clinic supervisor has been hired. The Psychology program also reported that three current experimental psychology students and two experimental psychology graduates have published papers in prestigious academic journals. The Clinical Psychology students will be making ten presentations to the Southeastern Psychology Association. The Specialist in School Psychology program has more in-state applications but fewer out-of-state applications this year. This reverses the trend from past years; however, the program emphasized recruiting more in-state students this past year which may have caused the decline in out-of-state applications.

The Technology program reported eight Cullowhee campus students will graduate in May, one Biltmore Park student will graduate in May and the rest of the Biltmore Park students will graduate in August. Borg Warner, an employer in Asheville specializing in powertrain solutions, has expressed an interest in supporting the Technology program graduate students with summer funding and materials plus a higher level of support for graduate assistants.

The Graduate Student Association reported that all of the travel award funds (a total of \$3800) have been awarded. The first Alumni Series speaker will be Robert Hooper, a graduate of the Public Affairs program. He will speak on February 27th from 3-4pm in the UC Catamount Room. Clifton Lambert, a graduate of the MBA program, will speak March 27th from 12-1pm in the UC Catamount Room and Derek Roland, a graduate of the Public Affairs program, will speak April 23rd from 1-2pm in the UC Catamount Room.

The English program reported that the GRE is no longer required for admission into the graduate English program. An event to promote the Professional Writing Certificate program to prospective students and employers will be held at Biltmore Park on February 25th from 5:30-7:00 p.m.

The Health Sciences program reported that applications for the Mission Scholarship are now being accepted. A rating system with metrics to evaluate program applicants is currently under development. The program application deadline is March 1, 2015. A new Dietetic Internship scholarship has been funded by a private donor. The program has begun to set up the criteria for this new scholarship. The Dietetic Internship program has received its reaccreditation letter, and is reviewing two candidates for the Dietetic Internship director position.

The Nursing program reported that the Doctorate of Nursing Practice (DNP) program will graduate its first three students in May and will graduate one student in August. Capstone defense will be scheduled in March. The DNP program has five complete and four incomplete applications for next academic year. Nurse Anesthesia students attended a day at the legislature event to speak out against anti-CNRA legislation. Nurse Educator and Nurse Practitioner applications are up.

Staff Senate is discussing with Coulter Faculty Commons the possibility of having an onboarding program for staff employees like the three day onboarding program currently in place for new faculty members.

Undergraduate admissions is admitting for the summer Academic Success Program.

The Sponsored Research Council reported that the standard operating procedures are currently under review and revision. The Cost/Share policy is being updated. An Indirects committee will be reviewing the monitoring and reporting of indirect in order to enhance the university's ability to get external funds. All of the Provost's external grants funds have been awarded. A grant writing workshop is being scheduled. Sponsored Research awards are down year to date, \$3.5 million this year vs. \$4 million last year; however, the number of proposals is up over last year.

Approval of the Minutes Motion and second to approve the minutes for the January 9, 2015 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. Elizabeth Colbert	Human Services	Associate
Dr. Maureen Furr	Human Services	Associate
Dr. Aron Gabriel	Human Services	Associate
Dr. John Gossett	Human Services	Associate
Dr. Lynne Johnson	Human Services	Associate
Mr. David Jones	Human Services	Associate
Ms. Camilla Lopez	Human Services	Associate
Dr. Beth McDonough	Human Services	Associate
Ms. Kellie Monteith	Human Services	Associate
Dr. Anne Oxenreider	Human Services	Associate
Dr. Kim Mattox	Human Services	Associate
Dr. Melanie Honeycutt	Human Services	Associate

The nominations were approved by the Graduate Council for associate graduate faculty status under the following conditions:

1. The appointments are for one year.
2. The committee role of a practitioner needs to be clarified in future nominations.
3. One practitioner committee member per dissertation committee.

Three policies were distributed for discussion by the Graduate Council 1) a revised “enrollment in the term of graduation” catalog policy 2) a new “leave of absence” catalog policy and 3) the revised “Graduate Faculty Status” Faculty Handbook policy.

After review and discussion by the Graduate Council and representatives from the Registrar’s Office, the proposed “enrollment in the term of graduation” catalog policy will be revised based upon the discussion and then e-mailed to the Graduate Council for final review and a vote.

The revised “Graduate Faculty Status” Faculty Handbook policy was discussed. There was a great deal of discussion about the definition of and purpose of “Graduate Faculty Status.” The policy will receive further revisions with input from the Provost’s Office and will have to be submitted to a Faculty Senate subcommittee for discussion, review and approval.

Discussion of the new “leave of absence” catalog policy proposal has been rescheduled for the April 10 Graduate Council meeting.

Curriculum Review

No curriculum items were submitted for review.

Financial Support for Student Excellence

The allocation model was distributed for discussion along with an explanation of all of the factors in the allocation model. The committee still needs to finalize weighting criteria factors for the job descriptions, the CLIMB and the GA evaluation survey but there is no data to input yet.

New assistantship job description forms were sent to graduate programs in January along with information about the CLIMB, required professional development for graduate assistants.

Graduate Fellowship funds and Study Grant funds (\$83,000) have been combined in order to offer \$4000 and \$2000 tuition awards for full-time and part-time residential graduate students. The selection process will require an application, the awards will be merit based and competitive. An external selection will determine the awards. The application process for these awards will be announced next week.

Discussions are underway with Educational Outreach regarding tuition awards for distance students. The application process for these awards will be announced next week, and \$15,000 in Graduate School funds have been reserved for distance tuition awards.

Planning

No report.

The meeting was adjourned at 3:30 pm.

Submitted by – Elizabeth Frazier

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