

**Graduate Council
Minutes
March 7, 2014**

The Graduate Council met Friday, March 7, 2014 at 1:00 p.m. in the Dogwood Room of the University Center.

Members present: K. Cooper-Duffy, M. Fenton, S. Ha, M. Hollis, J. Jennings proxy for M. Boles, B. Kloepfel, K. Mathews, E. McNelis, J. Neubrandner proxy for L. Comer, M. Tanaka, H. Thompson Rainey, K. Topolka-Jorissen, L. Unruh, A. Voelker and L. Wright.

Members absent: C. Cosner, T. Creasy, S. Rajagopal, D. Sally, and E. Tapley

Others present: E. Frazier and H. Moss

Announcements

The Study Grant application information is now available on the Graduate School website at http://www.wcu.edu/WebFiles/PDFs/GS_Graduate_Study_Grant_Application_2014-15.pdf.

Lightening updates from each Graduate Council member:

Nursing Research Day is scheduled for March 22, 2014.

The Graduate Student Association (GSA) will meet with library staff on April 10, 2014 to discuss graduate student library space availability. GSA elections for the 2014-15 academic year will be held on March 20, 2014. The Chancellor Belcher will visit the GSA meeting on May 1, 2014. GSA representatives from twenty-one programs are currently participating YTD. GSA is still accepting nominations for programs that are not yet represented.

The Special Education program is applying for a personnel prep grant in March.

The Project Management program (MPM) is proposing new admissions requirements. The MBA program is holding information sessions in the Western North Carolina counties to recruit students for the Biltmore Park and Cherokee locations. A second cohort will be starting at the Cherokee location.

The psychology programs will begin interviewing applicants this month in person and on-line for Fall 2014 admission. The uniqueness of WCU psychology programs will be emphasized to applicants. A request was made for help with the on-line interview process, and Marianne Hollis, Program Director for Health Sciences, offered her assistance.

The counseling programs completed applicant interviews for Fall 2014 admission and made 30 admission offers.

The Graduate Research Symposium will be held on March 27, 2014 from 10:00 a.m. to 4:00 p.m. in the University Center. There were seventy-one submissions for the Graduate Research Symposium and sixteen research papers were submitted for the paper competition. The Three-Minute Thesis (3MT) competition is scheduled from 4-5 p.m. followed by a reception from 5-6:30 p.m. Graduate Research Symposium information can be found at <http://www.wcu.edu/academics/wcu-graduate-school/current-graduate-students/graduate-research-symposium/index.asp>.

Four M.S. Math students are graduating in May. All of the graduating Math students have either been accepted into Ph.D. programs or will be starting new jobs.

TESOL faculty member Eleanor Petrone organized and facilitated the 11th Annual TALGS (TESOL/Applied Linguistics Graduate Student) Conference, which took place at WCU on February 15, 2014. Eleanor worked in collaboration with Lida Cope, Linguistics and TESOL Area Coordinator at ECU, to host a conference that brought graduate students from throughout the southeast and beyond to our campus, provided participating North Carolina educators with Certificate Renewal Credit, and allowed emerging scholars to engage with material that ranged in scope from the theoretical to the practical. Eleanor worked incredibly hard to make this conference a success. Her efforts resulted not only in an important collaborative experience for everyone involved but also showcased our institution, faculty, and students.

Dr. James Zhang, Dean of the Kimmel School will be leaving Western Carolina University to become Kettering University's Senior Vice President for Academic Affairs and Provost on June 1, 2014. The Engineering and Technology Department is interviewing for a new department head.

The Ed.D program held applicant interviews on March 1, 2014. Interviews will continue through March 22nd. The Ed.D program has five degree candidates graduating in May which leaves five students left to complete the former Ed.D program. Two candidates are interviewing for a research professor position in the Ed.D program. Recently an alumni panel of Superintendents and Community College leaders spoke to the students in the Ed.D. program. Dr. Kofi Lomotey, Bardo Distinguished Professor in the College of Education, went on a listening and communications tour where he spoke with Community College presidents.

The Masters of Health Sciences (MHS) program is currently reviewing applications for Fall 2014 admission. Two of the four MHS concentrations are at capacity. MHS applicants are applying for Mission Hospital scholarships. Ms. Sherry Robison, a faculty member in the Dietetic Internship program, received an outstanding educator award.

The Masters of Science in Biology program is currently offering graduate assistantships for the 2014-15 academic year. The Biology Department is doing a search for a cell and molecular biology faculty position. The department had 160 applicants for the position.

Approval of the Minutes Motion and second to approve the minutes for the February 7, 2014 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. Joshua Paschke	Nursing	Associate
Dr. H.G. (Lee) Nickles	Human Services	Associate
Mr. David Scales	Psychology	Associate

NOTE: Approved for thesis/dissertation only.

Motion passed.

Curriculum Review

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

AA-6

Master of Entrepreneurship Program

Update the admission requirements. Change admission criteria and process to be driven by an admissions rubric allowing the program director to more thoroughly evaluate the overall credentials and probability of success of each candidate. In such evaluation, an entrance examination (GMAT or GRE) will be optional for the applicants.

Approved with suggestion that the rubric be included on the AA-6.

Master of Project Management Program

Change admission criteria and process to be driven by an admissions rubric allowing the program director to more thoroughly evaluate the overall credentials and probability of success of each candidate. In such evaluation, an entrance examination (GMAT or GRE) will be optional for the applicants.

Approved with suggestion that Box 3 on the AA-6 be corrected from MS degree to MPM degree.

MFA in Fine Arts Program

Add Art 534: Problems in Printmaking to the list of studio art courses that are listed as part of the Studio Core.

Approved with suggestion that the entire catalog text be included on the AA-6.

MS Technology

An additional professional skills course option is being added to the program mix. A categorical section name is being changed to provide more flexibility in course offerings in the program mix. Add a new course ET 520 Advanced Fluid Mechanics and remove ET 510 Advanced Parametric Modeling and Prototyping. Add the statement that "50% of courses required for master's degree must be at 600 level or above" as requested by the graduate council upon the last review of the MST AA6.

Approved.

Specialist in School Psychology

Several program changes are being recommended including: 1. Changing the Neuropsychology course requirement to provide information more specific to children (see AA5 regarding this change) and 2. Adding the option of completing a research project rather than a thesis. The students choosing the research project option will be able to take PSY 680 which is a course currently available to psychology graduate students who complete independent research projects. Many applicants to this program are only interested in working in school settings and a structured research project that focuses on addressing applied research questions within the field will be a better option for them than the thesis and encourage more applicants to consider acceptance into our program. Very few school psychology graduate programs continue to require a Thesis.

Approved.

MSN Family Nurse Practitioner Program

The main proposed change for the FNP program is to revise the curriculum to become a 2 year-full time program. This will help meet both the growing need for primary care providers in the region and the demand for FNP education. The proposed changes are based on a careful review of the existing curriculum along with current requirements from the national accrediting organizations (American Association of Colleges of Nursing and National Organization of Nurse Practitioner Faculties). Proposed curriculum changes will continue to meet the American Academy of Nurse Practitioners and the American Nurse Credentialing Center certification eligibility requirements. In order to offer a competitive program, while maintaining the quality and comprehensive nature of the curriculum several courses will be deleted by integrating the “essential” content into existing and new courses. Additional depth of geriatric content will be added to enhance student’s preparation to provide care to this growing segment of the population. Credit hours will be adjusted to reflect content/objective changes. Also, the proposed curriculum changes will allow and encourage students to continue seamlessly into the post-master’s DNP program.

Approved with suggested edits.

Master Public Affairs Program

Last spring our faculty voted to approve a policy to make our requirements to take the GRE more consistent with graduate school rules and other programs. We will require GREs that are no more than 5 years old but waive the GRE requirement if a student has a masters degree from another accredited university.

Approved.

Master Public Affairs Program

The faculty wish to clarify choice of electives for our MPA program and create a process by which students can submit electives outside our program for approval for inclusion in the degree. The policy requires 3 electives in our department.

Approved.

Post-Master’s FNP Certification Program

The main proposed change for the Post-masters FNP Certification program is to revise the curriculum to be compatible with the major MSN FNP Program change for the a 2 year-full time program. This will help meet both the growing need for primary care providers in the region and the demand for FNP education. The proposed changes are based on a careful review of the existing curriculum along with current requirements from the national accrediting organizations (American Association of Colleges of Nursing and National Organization of Nurse Practitioner Faculties). Proposed curriculum changes will continue to meet the American Academy of Nurse Practitioners and the American Nurse Credentialing Center certification eligibility requirements. In order to offer a competitive program, while maintaining the quality and comprehensive nature of the curriculum several courses will be deleted by integrating the “essential” content into existing and new courses. Additional depth of geriatric content will be added to enhance students’ preparation to provide care to this growing segment of the population. Credit hours will be adjusted to reflect content/objective changes. Also, the proposed curriculum changes will allow and encourage students to continue seamlessly into the post-master’s DNP program.

Approved with suggested edits.

MAED Elementary

As a result of university-wide program prioritization, the M.A.Ed. in Elementary Education was placed under a category 3 action plan. The WCU Program Prioritization Task Force noted troubling trends in this program’s metrics, notably in declining enrollment. Currently the M.A.Ed. in Elementary Education is a residential program. We would like to offer this program online only (distance designation). We currently offer five options (Reading/language Arts; Social Studies; Mathematics; Science; Digital Literacy) for students to choose from for a concentration. Instead, we propose to offer two choices only (Option 1: Literacy; Option 2: Academically or Intellectually Gifted: AIG).

Approved.

MAED Middle Grades

As a result of university-wide program prioritization, the M.A.Ed. in Middle Grades Education was placed under a category 3 action plan. The WCU Program Prioritization Task Force noted troubling trends in this program's metrics, notably in declining enrollment. Currently the M.A.Ed. in Middle Grades Education is a residential program. We would like to offer this program online only (distance designation). We currently offer five options (Reading/language Arts; Social Studies; Mathematics; Science; Digital Literacy) for students to choose from for a concentration. Instead, we propose to offer one choice for Middle Grades M.A.Ed. students: Language Arts/Literacy. This concentration will meet the needs of the Middle Grades M.A.Ed. students because they need at least four courses focused on a single subject area for advanced lice

Approved.

AA-5

NSG 784 FNP Clinical Management: Geriatric Focus (3) Approved with suggested edits.

NSG 690 Advanced Health/Physical Assessment and Diagnostics (3) Approved with suggested edits.

NSG 691 FNP Applied Advanced Physical Assessment & Diagnostics (3) Approved with suggested edits.

NSG 692 Primary Care of Geriatric Clients (3) Approved with suggested edits.

NSG 694 FNP Primary Care Seminar (3) Approved with suggested edits.

COUN 619 Nature as a Metaphor (3) Approved with correction to complete Box 15 "Contact Hours" on the AA-5.

COUN 672 Positive Psychotherapy in Integrated Care (3) Approved.

ET 520 Advanced Fluid Mechanics (3) Approved.

PSY 648 Applied Child Neuropsychology (3) Approved.

PSY 663 Assessment and Intervention with Preschool Children (3) Approved.

Student Financial Assistance

The Student Financial Assistance Committee is still working to finalize the assistantship allocation model. The assistantship allocations for the 2014-15 academic year will be measured against the model and results will be reported at the April 11, 2014 Graduate Council meeting.

Under review is 1) stipend increases based upon the allocation model; 2) overall allocation of assistantships using the allocation model; 3) quality measurements factored into the allocation model and; 4) evaluation of the allocation model outcomes.

Graduate Education Advancement Committee

The committee presented the revised version of APR 1: *Academic Graduate Program Director Guidelines* to the Associate Deans on March 6 for review and approval. The following questions and concerns were raised by the Associate Deans:

- The word "should" in the document and suggest it be replaced with the word "encourage" especially in reference to compensation.
- If the position requires working twelve months then perhaps a twelve month program administrator should be hired.
- There is concern over the how the program director position is defined, referenced and recognized in the departments' Collegial Review Documents (CRD).
- Who will pay the suggested compensation/stipends?
- What percent of program directors surveyed are not compensated?
- What happened to the undergraduate program directors section?

It was also noted that the section of the document requiring an annual evaluation report had been deleted from the document. After some discussion, it was decided that the section was mistakenly edited out and will be written back into the document.

Associate Dean Kloeppe stated that he was meeting with a Legal Council representative and Dr. Brian Gastle from the Provost's Office on March 12 to review the revised APR1 and ensure the language in the document complied with University policies and procedures. The requirement that compensation be provided for work during the summer term will also be reviewed and discussed. Clarification about whether or not Faculty Senate approval is required will also be determined.

The committee met on February 28 to discuss plans for an Alumni Advisory Board to be launched in the 2014 fall term. The committee would like to know how receptive the Graduate Council would be to recommendations from a WCU Alumni Advisory Board on the following topics:

- Business and industry trends
- Curriculum suggestions
- Structural changes
- Face to face vs. on-line course delivery
- Advancement into a profession

The committee would like to provide Alumni Advisory Board models to the Graduate Council for discussion at the April 11 meeting to get Graduate Council input for a model to use for a WCU Alumni Advisory Board. The models would also be shared with 7-8 alumni to get their input. The biggest concern was getting good models to the Graduate Council for review before to the April meeting.

Agenda Items

Bob Augustine, Chair of the Council of Graduate Schools and Dean at Eastern Illinois University, was the keynote speaker at the February 24, 2014 Graduate Education Summit held at Western Carolina University. The topic of the summit was "How to Create Standards of Excellence in Graduate Education." In the fall term, the Graduate Council will discuss the institution of "First Choice" awards for graduate programs. The Graduate Council will decide the criteria for the awards, the selection process for the awards and the means by which selected programs will be recognized for the awards.

Dean Fenton reported that she is on the Council of Graduate School Graduate Education Metrics (GEMS) committee tasked with developing a standard UNC system graduate student exit survey. The intent is to make a case with data from the exit surveys to General Administration, the Board of Governors and the legislature for graduate education support and recognition in the UNC system.

The committee is developing a set of core survey questions for use across the UNC system about graduate student employability, future employment opportunities, and demographics. Dean Fenton is also working with the IT department at WCU on the exit survey implementation which will also allow for WCU specific questions in addition to the standard UNC system questions. Students will be prompted to complete the exit survey when they apply for graduation possibly starting in the 2014 fall term.

A survey will be sent to Graduate Council members to poll them regarding the best date for a summer retreat. The Graduate Council retreat will be scheduled in either May or June to discuss the following topics:

- Graduate Council restructuring
- Graduate Council governance
- Standards of excellence for graduate programs.

Dean Fenton gave a budget hearing update on the following items:

- The proposed staff position for Graduate School and Research was given a low ranking and is no longer under consideration.
- The grants proposal position was given a high ranking and is still under consideration.
- The \$10 increase in the application fee is still pending final approval. The additional funds collected from the application fee increase would be distributed annually to programs based upon the number of applications received for the program. The colleges and departments will be encouraged to provide matching funds.

As of March 7, 2014, graduate enrollment for the summer term is up by 29 students.

The Graduate Research Symposium scheduled on March 27, 2014 will include a Three-Minute Thesis (3MT) competition from 4-5 p.m. Nine applications were received for the Three-Minute Thesis competition, and the Graduate Student Association (GSA) has agreed to fund a cash prize for the winners.

The meeting was adjourned at 3:15 pm.

Submitted by – Elizabeth Frazier

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