

**Graduate Council
Minutes
April 12, 2013**

The Graduate Council met Friday, April 12, 2013 at 1:00 pm in the Dogwood Room of the University Center.

Members present: L. Comer, K. Cooper-Duffy, T. Creasy, M. Fenton, B. Kloeppel, K. Lunnen, A. Malesky, E. McNelis, B. Richmond (proxy for S. Ha), C. Reitz, P. Robertson, D. Russell, D. Sally, S. Swanger, M. Tanaka and A. Voelker

Members absent: S. Alspaw, G. Graham, K. Topolka-Jorissen, and L. Wright

Others present: E. Frazier, M. Boles, L. Cruz

Announcement

The Graduate Research Symposium was held on Thursday, March 21. Eighty-two students were scheduled to present and fourteen students submitted papers for the paper competition. Six students who submitted papers will be selected to compete in a poster competition and two students will be chosen to present at the North Carolina legislature's Graduate Education Day.

At the Graduate Research Symposium, eight outstanding graduate students were awarded Graduate Fellowships from each college.

Interim Dean Fenton presented a Graduate School and Research budget update. As an exercise to strategically prepare for any pending budget cuts, deans were asked to rate the impact of possible 3% budget cuts as high, medium and low. A 3% budget cut (which units were told to plan for) equals \$67,000 out of the Graduate School and Research budget.

Interim Dean Fenton gave an update on the search process for the Dean of the Graduate School position. The position opened on April 11 and the search will be completed by the end of May.. Send any inquiries to Dr. Richard Starnes, Chair, Graduate School and Research Search Committee at starnes@email.wcu.edu.

Interim Dean Fenton recognized the seven Graduate Council members who will be rotating off the Graduate Council after giving three years of service.

Approval of the Minutes Motion and second to approve the minutes for the March 8, 2013 meeting. Approved with correction. Motion passed.

Standing Committee Reports

Academic Policy and Graduate Faculty Review

No Graduate Faculty nominations were submitted for review.

The proposed changes to the "Categories of Admission" policy and the "Dismissal" policy passed by the Graduate Council at the February meeting were submitted to the Academic Policy and Review Committee (APRC) for discussion and approval. Revisions were requested. Once the APRC approves the policy, it will be submitted to the Faculty Senate for approval at the April 25 meeting.

Curriculum Review

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

AA-6

Entrepreneurship Program

Take the GRE or the GMAT or the MAT (Miller Analogy Test).

AA-5

ENT 640 - Entrepreneurial Feasibility Analysis (3)

Course change: Delete prerequisites

ENGL 618 - Research Methods in English (3)

Course change: Title and description

BA 500 Career Pathways: Enhancing Professional Skills for Graduate Students (0)

Dr. Laura Cruz attended the Graduate Council meeting to address questions the Graduate Council and the Curriculum Committee had regarding this new course. Dr. Cruz provided an overview of the reasons for the proposed course and responded to questions from the Graduate Council about course content, course requirements, course benefits, and course expectations. Two graduate programs already offer a similar course within their programs, and the course encourages participation with students in other disciplines.

The Curriculum Committee had two questions.

- Why would the course be offered as a zero credit course instead of as a seminar?
- Would SACS allow a business course to be taught by a non-business faculty?

The Provost's Office has not responded to the Curriculum Committee yet regarding the SACS question. A Graduate Council member commented that the business prefix may be a problem; however, another Graduate Council member commented that the College of Business stated SACS is not an issue.

Dr. Cruz spoke to the zero credit question as follow:

- Coulter Faculty Commons did not want the perception that degree requirements and degree completion is compromised. Graduate programs want the focus to be on the discipline. So, in order to get buy in for the course, the course will be offered for no credit as an optional support course.
- The Graduate Student Association (GSA) did not support the course for credit. GSA felt if the course were offered for credit, it would be perceived as a required course.

The Graduate Council decided to take no action on the AA-6 for the Criminal Justice intent to plan a Master of Science degree program. The Curriculum Committee saw no issues with the AA-6 but felt it was premature, since permission to plan had not been received by GA. The Curriculum Committee did not know what to do with the cover sheet, and were not sure it was something the Curriculum Committee had authority to approve. The Graduate Council was also unsure of its role in approving whether or not a new program should go forward.

Dr. Karen Lunnen asked if the AA-5 for PT 816, the AA-5 for PT 931 and the AA-6 increasing total number of hours in the DPT program could be reviewed the Curriculum Committee and voted on by e-mail by the Graduate Council. These three curriculum items were not in the Graduate Council Curriculum Review folder managed by the Provost's Office so they did not appear on the curriculum summary. The Curriculum Committee and the Graduate Council agreed to the request.

Student Financial Assistance

In addition to the eight Graduate Fellowships awarded at the Research Symposium Reception, the committee is in the process of reviewing 93 applications for Graduate School Study Grants from full-time, part-time, distance & residential students.

Summer graduate research assistantship applications have been reviewed by Brian Kloeppe and Mimi Fenton. There were 39 applications, of which 17 were funded.

Thanks to Martin Tanaka, who provided the statistical expertise to convert our individual scores to Z-scores for the purpose of normalizing the scores. Final selections will be made by April 22 (Monday) and awardees will be notified by the end of the month.

The process of evaluating and allocating graduate assistantship and remission resources has been under review by the committee since early January. We have a working document, based in part on policies and processes in place at some of our sister institutions. This considers the strategic priorities of our institution and programs targeted to receive increased funding. The document also sets forth our preliminary thoughts about process and timelines, as well as the data that should be provided by each program.

Thanks to Karen Lunnen for hosting many of our meetings over at the new HHS building and for capturing much of our discussion in the working document.

Final thanks to all the committee members (Topolka-Jorissen, Sarah Alspaw, and Dorothy Russell) for their hard work during the semester.

Graduate Education Advancement Committee

An alumni event was held on April 11 from 5:30-7:30 at Biltmore Park. Thirteen alumni and ten faculty and staff attended. Thirteen alumni signed up to participate on the Alumni Advisory Board and three alumni signed up to participate on the Alumni Financial Advancement Board.

Interim Dean Fenton will e-mail the alumni who attended to thank them for attending the event and for signing up to serve on a board. A follow up meeting with the alumni will be scheduled by Graduate School in conjunction with Alumni Affairs and Advancement

Future Agenda Items

Graduate Council members were encouraged to submit announcements and to provide feedback on how to make Graduate Council meetings more efficient.

The meeting was adjourned at 3:00 pm.

Submitted by – Elizabeth Frazier

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