

**Graduate Council
Minutes
August 21, 2015**

The Graduate Council met Friday, August 21, 2015 at 1:00 pm in the Dogwood Room of the University Center.

Members present: K. Cooper-Duffy, J. Gerlach, M. Hollis, B. Kloeppe, B. Lahm, J. Livingstone, D. Martinez, K. Mathews, B. Mulligan, E. Myers, S. Rajagopal, A. Ray, F. Razzaghi, K. Starr, T. Ashcraft (proxy for E. Tapley), M. Tanaka, and L. Unruh

Members absent: L. Comer, C. Cosner, T. Orr, C. Parrish, E. Tapley and H. Thompson Rainey

Others present: E. Frazier

Announcements

Dr. Bob Mulligan was introduced as the Acting Associate Dean of the Graduate School.

Program updates

Dr. Mulligan reported that he has been met with 10 graduate program directors over the summer and will continue meeting with graduate program directors during the 2015 fall term. Graduate School orientation was held on August 20th. The Graduate Program Directors Handbook is being updated and revised and will be available before the Graduate Program Directors Workshops on September 2nd and 3rd.

Adam Ray, the GSA president, announced that there would be a GSA social event with the Provost today in the afternoon. The travel grants award budget was increased by \$5000. GSA will be working this year to strengthen ties between the Biltmore Park location and main campus. "Go to Meeting" has been incorporated by GSA in order to allow distance students the opportunity to participate in GSA meetings.

Dr. Razzaghi, new Dean of the Library, shared that she would be traveling to the Biltmore Park instructional location next week to discuss library services and how to have more of a library presence there. Library survey results were analyzed and a consultant was hired in order to determine how Hunter Library can better serve its constituents.

Psychology reported that a Clinical Director has been hired. Six new clinical psychology students and five new experimental psychology students were admitted this year. School psychology doubled the number of students this year.

English reported an increase in enrollment for a total of 27 graduate students. The Professional Writing Certificate program is continuing marketing efforts.

Accountancy enrollment is up for the 2015 fall term.

The Entrepreneurship program advertised over the summer in Entrepreneur magazine. The advertisements highlight WCU's Entrepreneurship program as the first graduate program offered in the country.

The Technology program has a new department head, Hugh Jack, who is also an endowed professor. The job market is up so Technology enrollment is down. Biltmore Park enrollment is holding even. The Technology program has formed a faculty Graduate Program Committee to act in an advisory role for the program. Martin Tanaka is the IRB Chair this year as well as the Technology program director.

The MPA program reported good enrollment, retention internship placement and job placement.

Special Education admitted 44 new students. New MAED program with reduced credit hours has helped to recruit new students. A new scholarship fund endowed by Special Education faculty member Dr. Sharon Dole awarded four scholarships to Special Education students. Working on Education TPA requirements implementation.

Biology has eight new students who are all females.

Health Sciences completed their program review successfully. The Health Sciences program admitted 32 new students into four concentrations and the dietetic internship. MHS is ranked fourth out of fifty most affordable health care programs in the nation. The MHS health education program students had a 100% pass rate on the CHS exam. Dr. Marianne Hollis will be stepping down as the MHS program director in December. Dr. Brian Raming has been named as the new MHS program director.

Physical Therapy admitted 32 new DPT students and had a 100% pass rate on the DPT licensure exam.

The new MFA director is Mr. Tom Ashcraft. The MFA program has an enrollment of 21 students of all age ranges and backgrounds. The MFA program will be attempting to take advantage of local, regional, national and international opportunities to promote the MFA program.

Interim Graduate School Dean, Dr. Brian Kloeppel, announced that two Program Director workshops are scheduled for September 2nd and 3rd. Tonya Steiert and Don Strickland from the Graduate School are organizing the workshops. Major Graduate School events for the upcoming academic year are divided among the Graduate School staff for planning and coordination. Graduate School staff have been meeting monthly with staff members from the International Programs office to discuss admissions and visa topics. Dean Richard Starnes is the Chair of the search committee for the new Dean of the Graduate School. Dean Starnes is meeting with campus for input regarding the job description and responsibilities for the position.

Approval of the Minutes Motion and second to approve the minutes for the April 10, 2015 meeting. Motion passed.

Standing Committee Reports

Review 2014-2015 Committee Arrangement

A handout listing the 2014-2015 committees and committee assignments was distributed for review and discussion. New Graduate Council members were asked to select a committee and some committee reassignments were finalized for the following committees:

Academic Policy and Graduate Faculty Review

Curriculum

Financial Assistance

Planning- After a discussion regarding the Planning Committee's activities last year, the Graduate Council voted to disband the Planning Committee since the committee has no Graduate Council work to complete.

Proposed 2015-2016 Committee Arrangement

Committee assignments for all Graduate Council members were finalized for the following 2015-16 Graduate Council committees:

Academic Policy and Graduate Faculty Review

Curriculum

Financial Assistance

Self-Selection and Appointment to Committees

Committees met to identify chairs and to discuss the Graduate Council work each committee needs to accomplish in the 2015-16 academic year. The 2015-16 Graduate Council Committees document will be updated and distributed to Graduate Council members.

Associate Dean Report

Program Director Meetings

Two Program Director workshops are scheduled for September 2 and 3. The content of the workshops will be the same on each day so a program director only needs to attend one of the workshops. Invitations to the workshops will be sent soon.

Program GSA Senators

The Graduate Student Association (GSA) is requesting each graduate program submit the names of two students who would be willing to serve as GSA senators during the 2015-16 academic year. Student names should be submitted to Dr. Bob Mulligan. Dr. Mulligan will send a GSA senator description to all program directors along with the request to submit the names of two students who would be willing to serve as GSA senators.

Agenda

Graduate Faculty Status Implementation

Dean Kloeppe announced that the Graduate Faculty list will be edited and updated during the 2015 fall term in order to reflect the changes passed in the spring term to the Graduate Faculty Status definitions now published in the Faculty Handbook. The Graduate Faculty list has not been updated in some time so department heads will be asked to delete the names of faculty who are no longer graduate faculty and add the names of new graduate faculty.

A presentation will be made at a Department Heads workshop in the fall term to introduce the new graduate faculty AFE and Tenure/Promotion review process incorporated into the Graduate Faculty Status changes passed in the spring term.

A meeting will be scheduled with the Provost Office to discuss the procedures for the new graduate faculty AFE and Tenure/Promotion review process incorporated into the Graduate Faculty Status changes passed in the spring term.

Review of Enrollment Trends

Dean Kloeppe reported the census graduate enrollment headcount number from 2014 as 1596 compared to the 2015 point in time graduate enrollment headcount number of 1529. Sixty-six graduate students were listed on the drop for nonpayment list as of Friday, August 21st.

Dean Kloeppe reported the following **point in time** enrollment numbers for each college:

College	Current Enrollment	Last year Enrollment	Up/Down
AS	141	143	Down 2
BUS	243	275	Down 32
EAP	549	572	Down 23
FPA	22	15	Up 7
GS	20	17	Up 3
HHS	490	454	Up 36
KS	64	85	Down 21

Input on Major Foci for 2015-2016

Interim Dean Kloeppe requested Graduate Council members submit to him any issues needing review and input in their college and or graduate programs

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.