

**Graduate Council
Minutes
September 16, 2016**

The Graduate Council met Friday, September 16, 2016 at 1:00 pm in the Dogwood Room of the University Center.

Members present: T. Ashcraft, D. Dorondo, J. Gerlach, M. Hollis, C. Huffman, B. Kloeppe, B. Lahm, J. Lakatos, J. Livingstone, E. Myers, D. Martinez, S. Metcalf proxy for S. Mannle, B. Ogletree, T. Orr, C. Parrish, A. Perry, F. Razzaghi, R. Scales, M. Tanaka, L. Unruh and K. Woodford

Members absent:

Others present: E. Frazier, L. Hammer

Approval of the Minutes Motion and second to approve the minutes for the August 26, 2016 meeting. Motion passed.

Program Updates

Graduate School reported that the Dean of the Graduate School will be meeting with departments and program directors during the 2016 fall term. The Three Minute Thesis competition is scheduled for November 17.

Financial Aid reported that the 2017-18 FAFSA will be available on October 1, 2016, and awards will be based on the 2015 tax year.

Undergraduate Admissions completed "Western on Tour" this week. Mike Langford from Graduate School attended to represent graduate education at WCU. For the 2017 Fall term, 4500 undergraduate applications have been received to date.

Staff Senate will be selling newly designed WCU ornaments at Mountain Heritage Day on September 24 to raise money for the Staff Senate scholarship fund. The WCU Staff Senate and WCU Faculty Senate will attend the Board of Governors forum on October 5 to discuss strategic planning.

Graduate Student Association (GSA) reported that a social event is planned for October 28. The GSA travel grant application deadline is October 3, 2016.

Nursing reported that they are searching for a Director of Nursing. They are also preparing for their ten year accreditation review which will take place the second week of November. The DNP program in collaboration with UNCC passed their accreditation in May with no issues reported. The DNP Nurse Anesthesia concentration program curriculum was approved with a 2018 fall start term. The Nurse Leadership and Nurse Educator programs recorded record enrollment for the 2016 fall term.

Psychology held a one day professional development symposium organized by the clinic director on the topics of suicide and ethics.

The Technology program has an alumni event scheduled for this month.

The College of Business is asking for graduate student help for FUSIONS, a new innovative high school in Asheville, opening in the 2017 fall term. The Accountancy banquet for accounting undergraduate, graduate, alumni and CPA firms is scheduled for September 23 at 6:00 p.m. For the fall break trip to London, six accounting students and two MBA students are registered. The reactivated Sport Management program had a target enrollment of 15 students, but enrolled 26 students for the 2016 fall term. Project Management enrollment numbers and the College of Business enrollment numbers are up for the 2016 fall term.

The MPA program is doing a recruiting blitz, and is working with WNC Pathways to increase the number of students in the nonprofit sector.

Health Sciences is doing a collaborative recruiting event at UNCA.

The School of Teaching and Learning is promoting open house events, and focusing on recruitment for the Elementary/Middle Grades program and the Special Education programs. Special Education sent a recruiting e-mail to curriculum coordinators across the state of North Carolina.

The Chemistry program has 5-6 prospective students for the 2017 spring term.

The History program reported that the PORKARAMA barbeque event is coming back!

The Communication Sciences and Disorders program graduated 30 student in May 2016. A plan of study was finalized for the students enrolled at WCU in the IDEALL program in collaboration with UNC Greensboro. A “Stroke Panel” event is planned for September 29.

The Higher Education Student Affairs (HESA) program will be participating in “Careers in Student Affairs” month in October. The open house promotion generated 25 prospective HESA students. The Counseling program will hold their annual “Break by the Lake” event on September 30 and the Human Resources program has a Society of Human Resources Management (SHRM) conference scheduled on September 30.

The MFA program enrolled three talented new students for the 2016 fall term. The MFA program is planning more community outreach and is also restructuring their website. The MFA is looking into “Slide Room” as a marketing tool and a portfolio submission tool. The MFA program was selected for the State Department Arts and Embassies program to create art for the US embassy in Niger, a six semester course over three years. An MFA student received a student achievement award from the International Sculpture Center. Over 1000 applications were submitted and only 22 students were awarded. A faculty show, visiting artists and a college lecture series are planned for the 2016 fall term.

Standing Committee Reports

Academic Policy and Graduate Faculty Review

No graduate faculty nominations were received for review.

Curriculum Review

There were no curriculum items for review.

Financial Assistance

No report. A meeting will be scheduled soon.

Agenda

Associate Dean Hiring Update

Dr. Sharon McGee from Southern Illinois University at Edwardsville has accepted the offer to be the next Associate Dean of the Graduate School. She will be starting on January 1, 2017, but will visit campus in November.

Graduate Recruitment and Enrollment

Dean Kloeppe reported that the official graduate enrollment census number reported is 1634 students.

Open House events will be held in both Cullowhee and Asheville (Weekday events - 5pm - 7pm and Saturday events - 10am - 12 noon). Specific dates and times can be found on the Graduate School website at <http://www.wcu.edu/apply/graduate-school/admissions/graduate-school-open-house.aspx>.

The final census report data was sent to program directors and key staff on September 6, 2016.

Graduate Council Membership

A Student Credit Hour report was distributed to the Graduate Council prior to the meeting in preparation for a discussion regarding Graduate Council Membership. The Faculty handbook states:

The determination of the specific number of members to be elected from each College will be made by the Dean of the Graduate School and Research based on graduate student credit hours generated in each College, with the provision that there be at least one member from each College.

Based upon the Student Credit Hour report distributed, current membership does not comply with the Faculty Handbook. Therefore, the following proposals were put forth to the Graduate Council.

Begin to comply with the Faculty Handbook policy beginning with the 2017 spring term elections. Change the Faculty Handbook policy and determine membership based upon 1) enrollment 2) number of programs 3) number of graduate faculty 4) a combination of these factors that could still include graduate student credit hours generated.

The Graduate Council will discuss this issue further; however, there needs to be a resolution by the end of the 2016 fall term for the 2017 spring term election cycle.

Multi-Term Registration

Dean Kloeppe updated the Graduate Council on the topic of multi-term registration. There was a Provost Council discussion about multi-term registration at the September 15 meeting, and the following issues were identified.

- Graduate students are notoriously slow to register for classes each term.
- Many hours are spent sending registration reminders and following up with students regarding registration.

Therefore, the following actions were approved by the Provost Council.

- Multi-term registration will be piloted with graduate students.
- Each Dean will identify a graduate program to pilot multi-term registration.
- The Provost's Office will finalize the academic calendar two years in advance to pilot multi-term registration.
- A Program Director/Department Head meeting will be scheduled in the next few months to discuss the implementation and implications of multi-term registration.

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.