

**Graduate Council  
Minutes  
November 9, 2015**

The Graduate Council met Friday, November 9, 2015 at 1:00 pm in the Dogwood Room of the University Center.

Members present: L. Comer, M. Hollis, B. Kloepfel, B. Lahm, J. Livingstone, D. Martinez, B. Mulligan, E. Myers, T. Orr, S. Rajagopal, A. Ray, F. Razzaghi, E. Tapley, M. Tanaka, and L. Unruh

Members absent: K. Cooper-Duffy, J. Gerlach, K. Mathews, C. Parrish, K. Starr, H. Thompson Rainey, and R. Young

Others present: E. Frazier

**Announcements** Thanks from Dean Kloepfel to all of the Graduate Council committees for all of their hard work.

**Program updates**

Adam Ray, GSA president, announced that an additional \$25,000 in Chancellor's student travel grant funds is now available to award. E-mails were sent to graduate students announcing the availability of these travel grant funds with information about how to apply on the GSA website. At the North Carolina Council of Graduate Schools (NCCGS) conference, WCU GSA members met with GSA representatives from NC State and NC Central. This is the first GSA meeting at an NCCGS conference.

MFA students will be attending a conference in Asheville, NC.

Two English students presented at conferences. GSA travel funds provided support for these two students to attend and present at the conferences.

Over fall break, five Accountancy students and two faculty members took an educational trip to London.

Psychology reported that the department is currently working on extensive website updates.

For School Psychology Awareness Week (November 9-13), students in the School Psychology program sent letters to all School Psychologists recognizing them for their work in the field of School Psychology.

The Global Centers for Entrepreneurship conference was held in October. The conference provides an opportunity to learn what other Entrepreneurship programs are doing at other institutions.

The Technology program representatives attended the Biltmore Park Open House event. Martin Tanaka, the Technology program director, attended the East Carolina University (ECU) Graduate School fair, and visited the ECU Technology Department which has 1000 students.

Nursing reported that the Nurse Leadership and Nurse Educator programs are conducting applicant interviews for 2016 spring term admission. Nurse Anesthesia admitted 16 new students for the 2016 spring term. Family Nurse Practitioner will graduate the last of the "old curriculum" students in May 2016. One RN to MSN student matriculated.

Dr. Mulligan reported for the Graduate School regarding updates to the Program Director's Handbook and SACS-COC.

**Approval of the Minutes** Motion and second to approve the minutes for the October 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.

Ms. Britannia Bintz	Chemistry	Affiliate
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**Approved.**

The committee brought forward the following items for review, discussion and a vote:

The "Request to Transfer Credit from another Institution" form was presented. The form was approved by the Graduate Council with a minor edit. The transfer credit policy and form will be referenced in the Program Directors' Handbook. A suggestion was made by a Graduate Council member to consider a transfer credit pre-approval process. The committee will consider the suggestion and decide if a transfer credit pre-approval policy is warranted.

The revised "Deferred Application/Admission" policy was presented to the Graduate Council for final review and a vote. The policy was approved and will be presented at the next APRC meeting.

## Curriculum Review

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

### **Course Proposals:**

**ENGL 529 (3)** – (NEW course proposal)

### **Program Proposals:**

**M.S. in Sport Management** (Program Change Proposal)

Reactivate program to a distance program only.

The online M.S. in Sport Management will allow the College of Business at Western Carolina University to better serve place-bound and working professionals across the state of North Carolina (and the nation) who wish to pursue a graduate degree in order to further develop key sport industry specific skills and expand their current knowledge base to include a global perspective. The online degree will also serve individuals not currently working in the sport industry by providing them an opportunity to the key competencies needed to transition into the sport management profession.

**Nursing M.S. - Nurse Educator Concentration** (Program Change Proposal)

Remove requirement for students to submit standardized exam (GRE or MAT) scores for application to the program.

Research has not demonstrated a correlation between scores and success in graduate program. We currently base decisions on interview, personal essay, GPA, and references in addition to the exam scores. Many of WCU competitors do not require the exam scores, negatively impacting our desirability among potential students.

**Nursing M.S. – Nursing Administration Concentration** (Program Change Proposal)

Remove requirement for students to submit standardized exam (GRE or MAT) scores for application to the program.

Research has not demonstrated a correlation between scores and success in graduate program. We currently base decisions on interview, personal essay, GPA, and references in addition to the exam scores. Many of WCU competitors do not require the exam scores, negatively impacting our desirability among potential students.

**Higher Education Student Affairs M.Ed.** (Program Change Proposal)

The HESA program would like future applicants with a 3.0 GPA or higher to not be required to take the GRE. Applicants who do not meet the cumulative GPA requirement must submit GRE scores.

The advisory board for the HESA M.Ed. program voted that future applicants with a 3.0 GPA or higher are not required to submit GRE scores. Applicants who do not meet the cumulative GPA requirement are required to submit GRE scores.

## Financial Assistance

The Financial Assistance Committee met on November 2 to begin reviewing and discussing the GA Allocation Matrix that had been developed by the Financial Assistance Committee last year. Enrollment data for the 2015 fall term will be added to the model, and a detailed examination will be conducted to determine the best way to measure subjective criteria for allocation outcomes.

A follow up meeting will be scheduled in December to discuss decisions that need to be made by the committee regarding the GA Allocation Matrix so the data can be used to help make assistantship allocations.

## Agenda

### **Graduate Faculty Status Implementation**

Dean Kloeppe announced that the Graduate Faculty list will be finalized and published this month. Graduate School is still waiting on one department for an update.

A presentation will be made at a Department Heads workshop on February 16, 2016 to introduce 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 distributed a report from the Council of Graduate Schools on “Graduate Enrollment and Degrees by Fine Field 2004 to 2014.”

## **Graduate School Recruitment Activities Report**

### **Accelerated Bachelors to Master's degree Proposal**

October and November recruiting events attended include Graduate School fairs, Career Day fairs, and Open Houses  
Advising day e-mails sent through CONNECT to all graduating seniors

E-mails sent through CONNECT to all undergraduate students on the Chancellor's list  
E-mails sent through CONNECT to all junior and senior undergraduate students  
E-mails sent through CONNECT to all undergraduate students  
E-mails sent through CONNECT to all WCU employees every term  
Purchased GRE test score list of test takers who submit scores to WCU but do not apply  
Assisted in the College of Business marketing campaign launched during the summer  
Hosted two program director marketing workshops  
\$19,000 distributed to graduate programs for marketing events

### **Admission Requirements Review**

A document with proposed changes to Graduate School Admissions policies and procedures was distributed for review by the Graduate Council. Acceptance of unofficial instead of official transcripts from applicants and removal of the Graduate School GPA requirement are the two proposed policy changes. Documents were distributed that provide information about the policies at other UNC institutions. The proposed changes were discussed, and the proposed changes to Graduate School Admissions policies and procedures will be revisited at the January 8, 2016 Graduate Council meeting and at the 2016 spring meeting of the graduate program directors. Graduate Council members were encouraged to send comments and feedback to Dean Kloeppe.

### **Accelerated Bachelors to Master's degree Proposal**

At the Program Director workshops in September, fourteen graduate programs expressed an interest in the Accelerated Bachelors to Master's (ABM) degree proposal. Dean Kloeppe has revised the initial proposal based upon feedback he has received from various stakeholders. A meeting with the Registrar's Office raised concerns regarding degree audits and new program codes for ABM programs. A follow up meeting will be scheduled with the Registrar's Office.

The proposal was reviewed by the Graduate Council Academic Policy and Graduate Faculty Review Committee and the following three issues were raised.

1. The GPA requirement was lowered from 3.4 to 3.2. Graduate Council discussed what the GPA range should be (3.0-3.4). It was agreed that the program should have stricter requirements, but should not be so restrictive that too few students participate to make the program worthwhile. It was also agreed that a general GPA requirement did not mean a specific program could not set a higher program GPA requirement.
2. Standardized admission dates and deadlines for each term were discussed. The suggestion was to apply the first semester of the junior year to the ABM program or to have multiple stages of admission during the junior and senior year. A proposed standard deadline is four weeks prior to advising day.
3. The reference to transferring graduate credit earned in an ABM program was removed from the document.

Graduate Council discussed the FTE/SCH implications since ABM students will count as enrolled undergraduates, but the graduate courses taken will count as graduate SCH. Additional concerns were raised about the course enrollment balance of undergraduate to graduate students, the effects on undergraduate junior and senior course enrollments, and how the ABM program would be marketed.

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.