

**Graduate Council
Minutes
January 6, 2017**

The Graduate Council met Friday, January 6, 2017 at 1:00 pm in the **Cardinal** Room of the University Center.

Members present: J. Gerlach, C. Huffman, B. Kloeppe, B. Lahm, S. Mannle, S. McGee, E. Myers, B. Ogletree, T. Orr, A. Perry, R. Scales, M. Tanaka, and L. Unruh

Members absent: T. Ashcraft, D. Dorondo, M. Hollis, J. Lakatos, J. Livingstone, D. Martinez, C. Parrish, F. Razzaghi, and K. Woodford

Others present: E. Frazier, T. Creasy, H. Moss

Approval of the Minutes Motion and second to approve the minutes for the November 11, 2016 meeting. Motion passed.

Program Updates

Welcome to Sharon McGee, new Associate Dean of the Graduate School.

Financial Aid reported business as usual with lots of changes occurring.

Nursing reported that they have two candidates for the Director of Nursing. Shawn Collins is acting as the interim Associate Director and Sharon Metcalf is acting as the interim Director until the position is filled. Nursing programs had no areas of concern from their ten year CCNE accreditation review. The Nurse Anesthesia Masters to DNP accreditation review has been started. The College of Health and Human Sciences held a college wide retreat. Retreat outcomes included 1) more college community engagement; 2) an interprofessional education committee will be formed to train students across disciplines and foster teamwork; 3) workload discussion to quantify clinical hours; 4) SACS-COC. Five faculty members were selected for the Health Educators Academy which has a health education focus.

The Psychology clinic director hired administrative support. The clinic remains very busy with four charter school contracts. The clinic recently began talks with AB Technical Community College.

The Technology program reported that it is doing a program evaluation to discuss possible program changes. Plans are to make the program more prescriptive and less flexible with the goal of increasing class sizes. The program will undergo accreditation review next year.

The College of Business is focusing on collaboration. The Entrepreneurship program is working on branding and messaging to find out what students need from the program (innovators vs. new business development). Business programs face challenges merging distance and residential programs and courses.

The MPA program is developing a new marketing campaign for prospective students using Facebook advertising. The MPA program will also be prospecting at HBCUs. The MPA program is scheduling professional development panels with local administrators and non-profit leaders on Saturdays in April and is working with the City and County Managers Associations. A county manager visit to Biltmore Park is scheduled in the spring term. The MPA program is encouraging better participation in the Graduate Research Symposium.

The Chemistry program is focusing on enrollment growth in the four Chemistry concentrations (PSM, Environmental, Comprehensive and 4+1). The 4+1 program is in the process of changing over to the Accelerated Bachelor's to Masters format.

The College of Education is conducting a search for a new Dean. College of Education is making preparations to implement the legislature mandated lab school. The lab school located at Smokey Mountain High School will be for grades 6, 7, and 8 with an August 2017 start date. The HESA program reported that HESA students won first place, second place and People's Choice at the November 17th 3MT competition. HESA program students were invited as guest speakers to present their Kenya study abroad experience at the Board of Trustees meeting. Two HESA students were recognized as outstanding graduate students of the year. The HESA program produced a recruitment video. The Elementary/Middle Grades program is growing enrollment. The Elementary/Middle Grades and Special Education programs are focused on recruiting from the WCU undergraduate population using Facebook.

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. Annette Kesgen	Human Services	Affiliate
Dr. Angels Dills	Human Services	Affiliate
Dr. Lane Perry	English	Affiliate
Dr. Olga Milenkaya	Biology	Affiliate
Dr. Susan Loeb	Biology	Affiliate
Dr. Nicholas Passalaqua	Biology	Affiliate

Approved.

Curriculum Review

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

Program Proposals:

Chemistry M.S. (Program Change Proposal)

Currently, the standard GRE is required for admission to the MS Chemistry Program. We would like to allow students with other test scores (MCAT, DAT, etc.) to substitute those scores for the GRE requirement. These tests are often more informative than the GRE because of their science content and would allow students who've already taken an alternative test to apply without the added expense of the GRE.

Approved.

Financial Assistance

The Financial Assistance Committee held the first GA Allocation Program Director meeting on November 14th and had 10 program directors in attendance (out of 16). They gave a lot of good feedback and there was plenty of time to solicit ideas and suggestions.

Lori Unruh reported that she has compiled the reviews the committee did on the GA job descriptions and will send these out to the program directors for their information.

Graduate School sent program directors the new job description form the committee worked on at their last meeting so programs can start working on revised job descriptions for next year.

The committee needs to make sure that the new form for documenting professional development gets out to all of the graduate programs.

Finally, the committee needs to start working on the spring term Financial Assistance activities (Summer Research Assistantships and Tuition Awards) plus continue work on a few other areas.

Agenda

Graduate Recruitment and Enrollment

Dean Kloeppel reported that the 2017 spring term graduate enrollment headcount is up 10.7% point in time. Drop for non-payment for students with over a \$200 balance owed will occur on Friday, January 13th at 5:00 p.m. Trina announced that Student Accounts will do only one drop for nonpayment this term except for students on payment plans.

Open Houses have been well attended by prospective graduate students, and the Asheville Chamber after hours events have been well attended by WCU representatives.

Graduate assistantship and tuition remission allocations were completed and notifications were sent to program directors by e-mail on December 19, 2016.

On January 5th, Dean Kloeppe, Dean Parker, Robin Oliver, marketing director, and Dr. AJ Grube, program director for Sport Management, met with the Atlanta Braves organization to discuss College of Business internships and cooperatives plus the possibility of graduate and undergraduate recruitment efforts.

The WCU Psy.D. degree program will be voted on at the UNC Graduate Council meeting on February 3rd. The WCU Athletic Training degree program will be voted on at the March or April meeting.

Changes to the MBA Program Presentation

Dr. Todd Creasy, MBA program director, presented the proposed curriculum changes to the MBA program that will be reviewed and voted on at the February 3rd Graduate Council meeting.

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.