

**Graduate Council
Minutes
February 3, 2017**

The Graduate Council met Friday, February 3, 2017 at 1:00 pm in the **Dogwood** Room of the University Center.

Members present: J. Gerlach, M. Hollis, C. Huffman, B. Lahm, J. Lakatos, J. Livingstone, D. Martinez, S. Mannle, S. McGee, B. Ogletree, C. Parrish, A. Perry, F. Razzaghi, R. Scales, M. Tanaka, and L. Unruh and K. Woodford

Members absent: T. Ashcraft, D. Dorondo, B. Kloeppel, E. Myers, and T. Orr

Others present: E. Frazier, H. Moss, L. Hammer

Approval of the Minutes Motion and second to approve the minutes for the January 6, 2017 meeting. Motion passed.

Program Updates

The Graduate School announced that the Graduate Research Symposium deadline is February 9th.

The Psychology program announced that the proposed Psy.D. Program has been approved for "Permission to Plan."

Hunter Library announced that he Hunter Scholar has been selected and will be recognized at the Faculty Scholarship Celebration scheduled at 4:30 p.m. on February 15, 2017.

The Accountancy program is hosting the "Meet the Firms" event at Biltmore Park on February 21, 2017.

The MPA program reported six MPA students attended the North Carolina City and County Managers Association meeting in Durham this week. MPA student Lance Riddle was awarded the 2016-17 Jake Wicker Scholarship. Spring 2016 MPA graduate Heather Britt accepted a position as an Assistant Planner for the Town of Fuquay-Varina, NC.

The English department had 12 students take comps in January, 11 students will attend the Philological Association of the Carolinas on March 4th, and 4 students are attending the Conference on College Composition and Communication (CCCC) in March.

The Biology program reported the following alumni information:

- **Matt Atkinson** (MS 2016, Pechmann): PhD candidate, University of Central Florida
- **Kendell Bennet** (MS 2016, DeWald): PhD candidate, University of Arizona, Tucson
- **Sean Binniger** (MS, 2016), DeWald: Recreation assistant, John Heinz National Wildlife Refuge, Philadelphia
- **Jeffrey Drummond** (MS 2015, Pechmann): Land Steward at Freshwater Land Trust, Birmingham AL.
- **Sam McCoy** (MS 2016, Pechmann): Wildlife diversity technician, North Carolina Wildlife Resource Commission
- **David Russell** (MS 2015, Wilson): Forensic analyst at Sorenson Forensic

In the College of Education, Sarah Meltzer, the MAT and MAED program director, is expanding the MAT program to include more internships and student teaching experiences.

The Graduate Student Association (GSA) has a meeting scheduled at 12:30 on February 9th in the UC Catamount Room. Career Services will be presenting at this meeting. GSA also announced that the organization is seeking a treasurer.

Carmen Huffman, the Chemistry program director and Chair of the QEP Implementation Committee, spoke about Degree Plus planning and implementation. A Degree Plus and Compliance forum is scheduled at 2:30 p.m. on February 9th in the UC Theater. A brief presentation will outline our compliance status and the development of the QEP, *DegreePlus*, aimed at a holistic approach to education. The presentation will be followed by an open format question/answer session. The QEP is due to SACS-COC by the end of February and the SACS-COC site visit will be in April.

Standing Committee Reports

Academic Policy and Graduate Faculty Review

No graduate faculty nominations were received for review.

Two policy proposals were presented by the Academic Policy and Graduate Faculty Review Committee for a vote.

- 1) Two versions of proposed changes to the Faculty Handbook “Graduate Council Membership” section were discussed. Version two of the proposed changes was approved with the following change “with representation from **up to three faculty members** from each college.” The approved changes will be submitted to the Faculty Senate Faculty Affairs Committee for review and approval.
- 2) Proposed changes to the Graduate Catalog policy on “Tests of Language Proficiency” were discussed. The proposed changes were approved. The approved changes will be submitted to the Faculty Senate Academic Policy and Review Committee for review and approval.

Curriculum Review

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

Program Changes/Creation:

1. **Business Administration - MBA** (Program Change Proposal)
 - Updating program requirements to better fit needs of regional businesses as well as needs of students.
 - This proposal is the Curriculog version of the presentation Todd Creasy made to the entire Graduate Council on January 6, 2017 regarding allowing MBA students to choose electives rather than merely offering a rigid 36-hour MBA.
2. **Education Specialist Degree Program – Ed.S.** (Program Change Proposal)
 - This is a proposal to delete the program.
 - AA6 and Appendix D completed in October of 2013 and signed at the Provost level in April of 2014. The proposal to delete the program was put on hold per Dean request due to review and strategic discussion of a like program at another UNC school.
 - The proposal should have been completed (and the program officially deleted) in the following academic year, but it was not.
 - Original Narrative Regarding Request to Delete Program: Admissions had been stopped in this program prior to 2010. When the College of Education and Allied Professions underwent program prioritization and the subsequent college reorganization, it became clear the maintaining the Ed.S. program was no longer in keeping with the mission of the college. It was recommended the Ed.S. be discontinued so that resources could be concentrated in support of the revision of the Education Leadership Ed.D. program.
3. **Nurse Education – Post Master’s Certificate** (Program Change Proposal)
 - The Nurse Educator curriculum was updated several years ago, but the the Post Master's Certificate was not updated. The changes to the Post Master's Certificate are needed so that the program will be congruent with the Nurse Educator curriculum. When the Nurse Educator curriculum was revised there was deletion of a course (MHS 530) and addition of (NSG 583 and 648). This change in the curriculum increased the number of semesters hours from 18 to 19 for the Post Master's Certificate program.
 - Changes include: Add NSG 583 and 648; Delete MHS 530; increase hours from 18 to 19.

Courses:

4. **PA 652 – Nonprofit Leadership and Sustainability** (Course Number Change Proposal)
 - This proposal recommends assigning the MPA program’s Nonprofit Leadership and Sustainability course (previously assigned a special topics number, PA 693) a permanent course number to be included in the WCU Graduate Catalog.

Approved.

Financial Assistance

The Financial Assistance Committee met on January 31st. Feedback from the program directors meeting held on November 14th to discuss the graduate assistant allocation process was summarized in a document that was sent to the Graduate Council prior to the meeting.

The committee finalized the application guidelines for the spring term Financial Assistance activities (Summer Research Assistantships and Tuition Awards). Announcements for these awards will be sent by e-mail next week. For the Summer Research Assistantship application, students will be able to attach documents and the rubric has been improved.

There was discussion to have consistent dates to announce, review and offer these awards so information can be provided on the Graduate School website about the awards.

Associate Dean Sharon McGee sent the "Professional Development Report" form by e-mail to program directors. The information is due back to the Graduate School by March 1, 2017.

At the last meeting of the year the Financial Assistance Committee will discuss the graduate assistant survey. Decisions will be made as to what survey questions to ask and when to send the survey.

Agenda

Graduate Recruitment and Enrollment

Associate Dean Sharon McGee reported that the 2017 spring term graduate enrollment census headcount was 1591 which is up 11.41% point in time. Cullowhee and Biltmore Park open houses are scheduled through August.

Diversity Dialogues

The College of Education Diversity Committee would like information about any diversity programming offered by your department or college that education students could attend this term to meet their diversity dialogue requirement. E-mail Dr. Brandi Hinnant Crawford or Dr. Rus Binkley if you have any suggestions.

Accelerated Bachelor's to Masters

The Chemistry program is in the process of converting the 4+1 Chemistry program over to the Accelerated Bachelor's to Masters format. Associate Dean Sharon McGee met with the Accountancy program this week to discuss the how the Accelerated Bachelor's to Masters format might be adapted to meet the needs of the Accountancy program.

Impact of Executive Order on Immigration

The University of North Carolina General Administration issued a statement on Saturday, January 28 and the Council of Graduate Schools released a statement on Monday, January 30th regarding the Trump Administration's Executive Order on immigration. The WCU Faculty Senate called a meeting to discuss a resolution on the Trump Administration's Executive Order on immigration.

All WCU international students and faculty affected by the Executive Order have been contacted and counseled regarding the impact of this Executive Order.

The meeting was adjourned at 2:20 pm.

Submitted by – Elizabeth Frazier

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