

**Graduate Council  
Minutes  
January 11, 2019**

The Graduate Council met on Friday, January 11, 2019 at 1:00 pm in the UC Dogwood Room.

Members present: T. Ashcraft, J. Crolley-Simic, M. Hollis, C. Huffman, B. Kloeppe, B. Ogletree proxy C. Huffman, A. Perry, S. Rader, T. Rogers, R. Scales, and L. Unruh

Members absent: D. Dorondo, B. Gehrig, L. Hammer, J. Hyman, H. Mitchell, T. Orr, C. Parrish S. Rajagopal, F. Razzaghi, P. Yanik, and Y. Yan

Others present: E. Frazier

**Approval of the Minutes** Motion and second to approve the minutes for the November 9, 2018 meeting. Motion passed.

**Program Updates**

Social Work reported that the Doctorate in Social Work program proposal is ready to be submitted to the UNC system by the Provost's Office.

The Elementary and Middle Grades program reported that enrollment is up. Program Director Carrie Rogers will go on scholarly leave in the 2019 fall term.

The Chemistry program reported that enrollment is up for the 2019 spring term, and interest from international prospects is on the rise.

The College of Health and Human Sciences is conducting a Dean search. The first candidate will make a campus visit next week, and the two other candidates will visit campus the following week. The Masters of Health Sciences program is looking for ways to integrate the undergraduate Health Sciences degree.

The College of Business reported that their new Dean will begin February 1st. The MBA program is in the second term of the new hybrid model. Student surveys have given the new hybrid model mixed reviews. Students east of Asheville indicate that the hybrid model is a factor in their decision to attend the MBA program, but other MBA students indicated that they want more not less time face to face with faculty. The hybrid model is more work up front for the MBA faculty.

The MFA program thanked the Graduate School for the 2018 summer term assistantships which have turned into job prospects and exhibitions for the students who received them. The Art and Embassy's Public Art project has become a finalist for a Z. Smith Reynolds grant.

The School of Art and Design announced the following activities for the 2019 spring term:

“Soundwave”

MFA and BFA Exhibition at the Bascom, Jan 19 – March 10

Feb 8<sup>th</sup> Reception 4- 6pm (Grad potluck)

Ray and Morgan's project will open too.

Fine Art Museum

[Link](#)

MFA Thesis

FAM Exhibition: April 9 - May 3, 2019

Reception: Thursday, April 25 from 5-7PM

REVOLVE dates TBD soon!

## Spring 2019 Visiting Artist and Scholar Lecture Series:

Cheryl Durst, Defining America: Diversity of  
Thought January 24<sup>th</sup> Thursday, 7:30 PM  
BAC Performance Hall  
Reception: TBD (Shelby, host)

Ann Hamilton  
February 19<sup>th</sup> Tuesday, 6:30 PM  
BAC Performance Hall (Tom, host)

America Meredith  
February 21<sup>st</sup> Thursday, Reception 5-7 PM  
FAM, Star Lobby  
LECTURE TBD (FAM, host)

Conor McGrady  
March 6<sup>th</sup> Wednesday, 4-5 PM  
BAC 130 (Tom, host)

Mary O'Malley  
April 2<sup>nd</sup> - Tuesday,  
4:30-5:30 BAC 130.

Mary will be visiting from around March 18th until May 10<sup>th</sup> and will take part in MFA Final Critiques. Note that she will be traveling with Ceramics to NCECA from March 25-30th. (HME, host)

Lee Walton  
LECTURE TBD (Morgan, host)

Michael Byron  
April 10-12<sup>th</sup> Lecture: Thursday, April 11<sup>th</sup>  
4:30- 5:30 PM BAC 130 (Ron, host)

## 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 and were approved.

Dr. Lane Perry Human Services Affiliate

### Curriculum Review

There were no curriculum items for review.

### Financial Assistance

The Financial Assistance Committee met on December 10, 2018. The goal for this meeting was to make recommendations regarding the Graduate Assistantship Survey.

- In previous meetings, the committee had discussed the history of this survey
- For this meeting the committee, reviewed the information from the past 3 surveys that have been completed (2015, 2016, and 2018).

Based on this information the committee had the following conclusions:

**1. Questions on the survey have varied a little each year but there have been 3 main components:**

- Questions regarding their experiences with the hiring process
- Questions regarding job responsibilities and duties
- Questions regarding professional development opportunities and development of skills

**2. There has been no consistent use of the survey information obtained.**

- It has been too complicated to pull out information for specific programs.
- Elizabeth has not found the information obtained about the hiring process to be that useful.
- The information isn't reliable enough to make judgements about the quality of graduate assistantships provided by programs or individual programs.

**3. There is no information available as to what programs are already doing to get feedback from students on their Assistantships or whether these surveys would provide useful information.**

The committee made the following recommendations:

- Forward the results from the last 3 surveys to all program directors assigned assistantships.
  - Ask for feedback as to how useful this information would be to the program
  - Also ask what the program is already doing to get feedback from students on assistantships.
- Provide time at the January Program Directors meetings for a brief discussion regarding this.
- Once this information is obtained provide a summary to the Graduate Council for review and feedback to the committee.

The next meeting will be scheduled after the Program Directors workshops on Jan. 30th and 31<sup>st</sup>.

No final recommendations were decided for how the annual \$10,000 scholarship awards would be allocated for this year. The following suggestions were made by Graduate Council members. The Dean of the Graduate School will make the final decision on how to allocate the awards.

- The 10 programs that received the awards for 2018-19 receive the awards again for 2019-20.
- Rotate programs.
- Exclude certificate programs and the eight programs with scholarships from eligibility.

## **Agenda**

### **Dean Report**

### **Graduate Research Symposium**

The application for the Graduate Research Symposium is now open. This year's event takes place April 3-4, 2019. The announcement went out to students and program directors on November 30. Follow-up announcements will be made throughout January and up to the deadline of February 15, 2019. Students can participate in three different formats- research posters, oral presentations or academic paper competition. Please encourage students to participate.

Dr. Carol Burton who endowed a graduate scholarship, the Worley family who made an estate planning gift for graduate students, and Dr. Curtis Wood who funds the Graduate Faculty mentoring award will be recognized at the Graduate Research Symposium reception in appreciation for their donations to graduate education

Josie Crolley-Simic volunteered to assist Jan Stanfield in the Graduate School with the ordering and grouping of student oral presentations and with the selection and scheduling of presentation moderators. Josie will also help find faculty judges for the poster and paper competitions.

## **Associate Dean Search**

No offer was made to the two candidates interviewed in December. A meeting was held with the Search Committee on December 10<sup>th</sup> and the Search Committee will meet again on Friday, January 18 to review applications. Video interviews will be scheduled the week of January 21-25 and on-campus interviews will be scheduled the week of February 4-8. Thanks to Chip Ferguson for his leadership as the Search Committee Chair. Thanks to April Perry for serving as Interim Associate Dean for the 2018 fall term. April will not serve as Interim Associate Dean for the 2019 spring term due to program director duties and faculty responsibilities.

## **Graduate School Enrollment Report**

The Graduate School Enrollment Report was distributed. Enrollment for the 2019 spring term is up 66 students over point in time last year Spring 2018, and SCHs are up 345 over point in time last year Spring 2018. Five out of the six colleges are up in enrollment over last year with 21 graduate programs up overall and 6 graduate programs down overall. New reporting shows 180 new students for the 2019 spring term compared to 153 new students for the 2018 spring term.

## **Pilot Program for Graduate Assistant Hiring**

Alicia Estes in Human Resources is building a Graduate Assistant Hiring process in People Admin using the Talent Management and On Boarding modules, and mirroring the current adjunct hiring process. April Perry, Carmen Huffman and Tom Ashcraft are piloting the new Graduate Assistant Hiring process, and have had several meetings with Human Resources to demo the process. Dean Kloeppel will present the new Graduate Assistant Hiring process pilot to the Provost's Council in the 2019 spring term. If the pilot is successful and the new process is adopted, training for all program directors who hire graduate assistants will begin next academic year.

## **Graduate School Recommendation Form Discussion**

The Graduate School recommendation form was distributed. A recommender recently contacted the Graduate School to express concern over the category of "Intellectual Ability" on the recommendation form so the form was presented to the Graduate Council for discussion. The category of "Teaching Potential" was also brought up for discussion. After review and discussion by the Graduate Council using examples of other universities recommendation forms, the decision was made to make no changes to the Graduate School recommendation form

## **Honors Advantage Program**

Proposed catalog language for the Honor Advantage Program in Chemistry was distributed and discussed. Eligible Honors College Chemistry students would have different application requirements waiving several admission requirements, and admission to the graduate Chemistry program would be guaranteed. The proposed catalog language for the Honor Advantage Program will be presented to the Graduate School staff on January 14 for feedback regarding the impact on graduate application processing. Graduate School staff feedback will be summarized and provided to Carmen Huffman, Program Director for the Graduate Chemistry program. The proposed catalog language for the Honor Advantage Program in Chemistry will be submitted to Curriculog for review and approval.

## **Graduate Council Agenda Topics**

Please send Dean Kloeppel Graduate Council agenda topics for the 2019 academic year.

The meeting was adjourned at 2:50 pm.

Submitted by – Elizabeth Frazier

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