

**Graduate Council
Minutes
January 10, 2014**

The Graduate Council met Friday, January 10, 2014 at 1:00 pm in the Dogwood Room of the University Center.

Members present: K. Cooper-Duffy, C. Cosner, T. Creasy, M. Fenton, M. Hollis, B. Kloeppe, K. Mathews, E. McNelis, D. Sally, M. Tanaka, E. Tapley, H. Thompson Rainey, K. Topolka-Jorissen, and L. Unruh.

Members absent: M. Boles, L. Comer, S. Ha, S. Rajagopal, A. Voelker and L. Wright.

Others present: E. Frazier, J. Neubrandner, and T. Orr

Announcements

Bob Augustine, Chair of the Council of Graduate Schools and Dean at Eastern Illinois University, will be the keynote speaker at the February 24, 2014 Graduate Education Summit held at Western Carolina University. The topic of the summit will be "How to Create Standards of Excellence in Graduate Education."

Associate Dean, Brian Kloeppe, shared the following announcements:

- Graduate School is making an effort to devote more time, energy and resources to student success issues.
- The Research Symposium is scheduled for March 27, 2014. The application deadline for the Research Symposium is February 20, 2014.
- A three minute thesis competition is planned for the Research Symposium. Students competing will present their thesis topic, summary, contribution and research impact information. The competition will be judged by community members and regional professionals. First choice, second choice and people's choice awards will be given.
- The Graduate Student Association (GSA) is developing a strategic plan. GSA will be visiting Biltmore Park in January and February. GSA is recruiting two senators from each graduate program. History, Social Work and Communication Sciences and Disorders have already nominated their senators.

Dean Fenton requested each Graduate Council member prepare a quick information update for the February 7 Graduate Council meeting.

Approval of the Minutes Motion and second to approve the minutes for the November 15, 2013 meeting. Motion passed.

Standing Committee Reports

Academic Policy and Graduate Faculty Review

There were no Graduate Faculty nominations submitted for review.

No policy report.

Curriculum Review

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

AA-6

MPT Physical Therapy- Approved with corrections

Master of Physical Therapy (MPT) degree program has been replaced with Doctor of Physical Therapy degree program and all MPT students have graduated. Need to discontinue MPT program and all but two of the courses that were specifically part of that program. The courses to be deleted are listed separately. We want to keep two 600 level courses, PT 693 Topics in Physical Therapy and PT 680 Directed Independent Study and make these available to students who are not enrolled in our DPT curriculum. AA-4's are being submitted to remove the pre-requisite of admission to the PT program. We want to change the numbering on PT 779 (Continuing Research – Non-Thesis Option) to 879 so that it will be available to students enrolled in the DPT curriculum and will submit an AA-4 for that change.

Dietetic Internship Program- Approved with edits

Curriculum changes will meet the Accreditation Council for Education in Nutrition and Dietetics (ACEND) standards for WCU's Dietetic Internship Programs continued accreditation. The refined curriculum will facilitate dietetic interns' breadth of academic knowledge and experiential learning experiences while providing rigorous preparation for entry-level practice in the field of nutrition and dietetics.

Construction Management

The revised course name, CM 653- Research Methods in Construction, better reflects course content and Intent, as well as resolving naming conflict with a previously existing course.

Post Baccalaureate Certificate Program in Middle Grades Education

We propose that the post baccalaureate certificate program in middle grades education change to an inactive status. The post baccalaureate certificate program in middle grades education threatens the goals of quality and sustainability for the undergraduate middle grades education program and the master's level elementary and middle grades education program because they are currently under action plans as a result of university-wide program prioritization. A phase-out plan is in place for the students currently enrolled in the program so that they may complete their certificate.

Technology- Recommend the program clarify that half of the required courses must be at least 600 level or higher per Graduate School catalog policy.

The growth of the MST program has resulted in two student groups with distinctive technical backgrounds: Electrical and Mechanical. Therefore, course content must be modified accordingly to meet the technical needs of these two groups. The revision of course content will enhance the students' technical knowledge in their respective fields. The purpose of proposing these new courses in the MST program is to raise quality standards for the students and to improve our program outcomes. Our program goal is to produce distinctive graduates through our curriculum. The revised courses will enable the students:

- (a) to be more technically competent in engineering/technology positions
- (b) to gain a solid foundation that would allow our graduates to pursue doctoral education

The program goal strongly supports the goals of the department, college and university.

Substance Abuse Certificate

Admission Requirements have been changed to comply with NC state board governing substance abuse specialty programs. Additionally, a requirement for an 18 hour workshop has been dropped as this material has been integrated into the substance abuse core curriculum.

AA-5

PT 880 Directed Independent Study (1-3, R3)

ET 572 Finite Element Analysis (3)

ET 647 Advanced Power System Analysis (3)

USI 503 University Studies Interdisciplinary (1)- **Needs course title on the AA-5**

Student Financial Assistance

The allocation process model for graduate assistantships was revised. Additional categories were added, additional data was included and some codes were cleared up. The Student Financial Assistance Committee will meet in the next few weeks to update and finalize the model so the Graduate Council can review the proposed model prior to the February 7 Graduate Council meeting.

Graduate Education Advancement Committee

The Student Financial Assistance Committee will meet in the next few weeks to update and finalize a revised draft of APR 1: *Academic Program Director Guidelines* that separates graduate program director roles, responsibilities, qualifications and compensation from undergraduate program directors. The proposed revisions to APR 1: *Academic Program Director Guidelines* will be presented to the Graduate Council for review prior to the February 7 Graduate Council meeting.

Agenda

Graduate School budget priorities for University Budget hearings

University budget hearings begin in February. The Graduate School would like feedback prior to February 7 on the following three proposed priorities:

- A proposal developer/grant writer position for the Office of Sponsored Research to do fund searching and campus outreach
- Assistantship stipend increases tied to the University's strategic plan
- Administrative support position for the Office of Graduate School and Research

Enrollment Update

Enrollment is up 72 students over this time last year. Enrollment data for all programs was distributed as a handout.

Summer Research Assistantships

Applications for 2014 summer term assistantships are now being accepted. An e-mail announcement about the 2014 summer term assistantships was sent on December 16th to residential program directors and faculty. Applications are due by February 1st.

2014 Spring Term Distance Fellowships

Applications for 2014 spring term distance program graduate fellowships are now being accepted. An e-mail announcement about the distance program graduate fellowships was sent on January 9th to distance program directors and distance students. Applications are due by January 21st.

Assistantship stipend increases for Academic Year 2014-15

Graduate assistantship stipend increases for the 2014-15 academic year are being reviewed and considered. Stipend increases will be connected to programs identified within the University's strategic plan. The concepts of quality, equity, competitiveness, recruitment and retention will also be considered. Programs identified by program prioritization as Category 1 will receive stipend increases as well as graduate assistants hired as instructors of record.

Some stipend increases will be effective in the 2014 spring term. Stipend increases for the 2014-15 academic year will be evaluated after the assistantship requests are received from all of the colleges on January 17. Funds available from program discontinuation will be reallocated to fund additional assistantships and stipend increases.

Bob Augustine's visit on February 24—Graduate Council participation

An Outlook meeting request will be sent to Graduate Council members inviting them to the luncheon with speaker Bob Augustine. All Graduate Council members are encouraged schedules permitting.

The meeting was adjourned at 2:45 pm.

Submitted by – Elizabeth Frazier

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