

**Graduate Council
Minutes
September 11, 2020**

The Graduate Council met on Friday, September 11, 2020 at 1:00 pm via ZOOM.

Members present: J. Bowers-Campbell, J. Campbell, Drew Carnes, J. Carzoli, M. Claxton, B. Gehrig, Y. Hillon, D. Hudson proxy J. Carzoli, J. Crolley-Simic, B. Kloepfel, R. Laboray, E. McCoy, T. Orr, C. Parrish, A. Perry, S. Rader, F. Razzaghi, H. Rimes, M. Snyder, A. Storm, A. Stuckey and P. Yanik

Members absent: L. Hammer and Y. Yan

Others present: E. Frazier, S. Lewis-Wallace

Approval of the Minutes Motion and second to approve the minutes for the August 14, 2020 meeting. Motion passed.

Introduction of Graduate Council Members

Program Updates

Hunter Library requested two volunteer Graduate Council members to serve on the selection committee for the Hunter Scholar. Melissa Snyder and Scott Rader volunteered to serve on the committee. The Hunter Scholar award winner is announced at the Faculty Scholarship Celebration in the spring term.

Graduate School in coordination with the undergraduate Admissions Office is implementing a new application and CRM platform called Slate. Graduate School is fund raising for the Curtis Wood Faculty Mentoring award by reaching out to previous award winners and soliciting additional donations from the community. Contact Dean Kloepfel or the Office of Advancement if you are interested in donating to this award.

Undergraduate Admissions is working on the new Slate application and CRM implementation with the Graduate School.

Financial Aid announced that all 2020 fall term financial aid has been dispersed. The scholarship application portal on the Financial Aid website will become available on October 1. The undergraduate scholarship application deadline is February 1, 2020. The graduate student scholarship application deadline is August 1, 2020. However, graduate students are encouraged to apply by the February 1, 2020 deadline if they want to be considered for as many scholarships as possible. Actual scholarship deadlines vary and may close prior to the August 1 scholarship portal deadline.

The Graduate Student Association (GSA) reported on the graduate student satisfaction survey results. The survey was sent last week and 150 results have been reported to date.

Survey results indicate:

- Graduate students are dissatisfied that there are more scholarship opportunities for undergraduate students than graduate students.
- Graduate School does not do enough to advertise scholarships.

GSA will be publishing fall term events next week. The GSA travel awards application is available on the GSA website. The application deadline is October 1.

Advancement encouraged the Graduate Council to review the Board of Trustees report distributed with the Graduate Council meeting documents.

The Technology program reported that 2020 fall term applications and enrollment are up for the Biltmore Park cohort.

The MBA program has been conducting research with MBA students. The MBA hybrid course delivery model has been successful, but the MBA student research shows a resounding demand for an on-line MBA program.

The Physical Therapy program reported the clinic continues to operate with telehelp services for the 2020 fall term. Additional disciplines (Nursing and Nutrition) within the College of Health and Human Services are also participating in telehelp clinic services expanding the type of services offered. Clinic services are also expanding into Asheville. Offering clinic services has become a college wide effort.

The MPA program endowed scholarship campaign has been launched.

School of Teaching and Learning shared that Dr. Lisa Bloom is offering an Innovative Teaching group meeting Mondays at 10-10:30 am <https://wcu.zoom.us/j/4336809912>. Let Lisa know if you want to just access the notes from that group in TEAMS. Suite 201, the College of Education and Allied Professions advising center, is offering extra advising sessions to help students. The School of Teaching and Learning was concerned about student teaching field work in the 2020 fall term, but virtual student teaching has been approved for education licensure requirements.

Academic Policy and Graduate Faculty Review

There were no graduate faculty nominations to review.

The Academic Policy and Graduate Faculty Review Committee is reviewing three policy items in the upcoming weeks and will report committee outcomes at the October 9 Graduate Council meeting.

Curriculum Review

There were no new curriculum items to review for this meeting.

Financial Assistance

Yue Hillon, Chair of the Financial Assistance Committee, reported that Dean Kloeppe shared the latest Graduate Excellence Award census data. For those who are not familiar with the Graduate Excellence Award, it is the graduate tuition scholarship program that included \$100,000 of new funding from the Executive Council in January 2018 (first used in Fall 2018) that Dean Kloeppe leveraged with \$80,000 of scholarship funds that already existed in the Graduate School.

The latest census data in the handout distributed to the Graduate Council indicates that two programs did not meet their enrollment goals for fall 2020: History (improving) and Health Sciences (continue to decline). Dean Kloeppe has tasked the Financial Assistance Committee to start thinking about a process for selecting replacement programs.

The committee inquired about existing documents for program application and evaluation and will share and review the documents when they are received. What the selection process should look like going forward will be discussed. Consideration will be given to the overall goal(s) for the scholarship programs, additional scholarship program checkpoints after three years and programs that have other financial assistance to offer i.e. assistantships and tuition remissions.

No additional scholarship funds are available to award. Dean Kloeppe will continue reporting scholarship outcomes to the Faculty Senate to support future requests for additional scholarship funds.

Dean Report

Enrollment Update

The Census Enrollment Report was distributed. The data were explained and reviewed. Total enrollment is the highest reported since 2010.

The enrollment goal for the 2020 fall term was 1723 and total enrollment was 1726 which is twenty-eight more students than the 2019 fall term enrollment of 1698. The student credit hour goal for fall 2020 was 14,103. Actual student credit hours reported for fall 2020 was 14,513.

Twenty-eight graduate students were on the final drop for nonpayment list and thirty-two graduate students dropped after the first week of fall term classes. Some new students deferred enrollment to the 2021 spring term or the 2021 fall term.

UNC system graduate enrollment numbers have not been finalized yet. Preliminary enrollment data shows some universities had enrollment increases while others had declines. Some declines may be due to the loss of international students

Associate Dean Report

The five 100 % virtual fall program director's and key staff workshops were held on September 1, 2 and 3. There was a 100% sign up for the workshops, and most who signed up attended a session. Discussions surrounding the 2021 spring term program director's and key staff workshops have begun. Spring term workshops will probably be virtual, but no decision has been made yet.

Please encourage graduate students to submit video submissions for the 3 Minute Thesis (3MT) competition by the November 4, 2020 deadline. Graduate School is anticipating increased participation this year. All enrolled graduate students are notified when the 3MT application becomes available on the Graduate School website.

Agenda

WCU Development Office

Sara Lewis-Wallace, Assistant Director of Development, reported that she is assigned to the Graduate School and has been meeting with the Graduate School over the past few years. She asked to present to the Graduate Council some tools and services the Development Office offers to assist with fund raising efforts.

A new tool called "Give Campus" is a crowdfunding campaign system. "Western Wednesday" offers on-line engagement opportunities, and the Development Office is seeking potential guest presenters. Alumni Affairs is soliciting graduate student stories to highlight.

Helpful Development Info:

My email: slewiswallace@wcu.edu

Alumni Updates to alumni@wcu.edu

Home for all things WCU Development: give.wcu.edu

Current Crowdfunding Campaigns:

<https://www.givecampus.com/schools/WesternCarolinaUniversity>

How to create a Campaign:

<https://www.givecampus.com/schools/WesternCarolinaUniversity/precreate>

Three Minute Thesis 1 credit Course Discussion

Den Kloepfel asked the Graduate Council to consider and discuss if he should follow up on a proposal to offer a one credit hour 3MT course offered in the fall term as a Graduate School course or as a Communications Department course. The course proposal would require Curriculog submission and approval.

The course would offer 3MT presenters who register coaching and mentoring for their 3MT presentations. In the past, a faculty mentor was selected to offer 3MT participants individual coaching and mentoring opportunities. Some universities like Virginia Tech currently offer such a course to 3MT participants.

Graduate Council discussed the value of the 3MT, the value of a one-credit hour 3MT course and the value of the course learning outcomes related to professional content. Questions arose about course delivery (on-line or face-to-face), discipline specific professional development outcomes, and student demand for this course.

Dean Kloepfel and Associate Dean Bowers-Campbell will follow up with the Communications Department and report back to the Graduate Council at the October meeting.

Faculty Mentor Support Payment for Summer Graduate Research Assistantships

Dean Kloepfel presented to the Graduate Council the suggestion that faculty mentors for summer graduate research assistants funded by the Graduate School receive payment. Dean Kloepfel explained the summer graduate research assistantship program and explained that faculty mentors do not receive pay or an honorarium for their efforts. Graduate Council members who have been faculty mentors expressed that they would be uncomfortable receiving a payment if it reduced the stipend amount for their summer research assistant.

Suggestions were offered to 1) raise funds through the Development Office to pay faculty mentors 2) investigate summer session funding 3) have summer GAs register for a 1 credit independent study course 4) investigate using departmental funding available for faculty working with UG research to also pay faculty for graduate research.

Challenges include 1) the cost to a student for a 1 credit hour summer class 2) no summer financial aid 3) state fund budget restrictions 4) development funds that are endowed vs. yearly donations 5) the variable amount of summer assistantship funds available each year.

This item was referred to the Financial Assistance Committee for further discussion.

Graduate Council Agenda Topics

Please send Dean Kloepfel Graduate Council agenda topics for the 2020-21 academic year.

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.