

**Graduate Council
Minutes
October 9, 2020**

The Graduate Council met on Friday, October 9, 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. Kloeppe, R. Laboray, E. McCoy, T. Orr, C. Parrish, A. Perry, H. Rimes, M. Snyder, A. Storm, A. Stuckey and P. Yanik

Members absent: L. Hammer, S. Rader, F. Razzaghi, and Y. Yan

Others present: E. Frazier

Approval of the Minutes Motion and second to approve the minutes for the September 11, 2020 meeting. Motion passed.

Introduction of Graduate Council Members

Program Updates

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 Kloeppe 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. The implementation is going well. It has been challenging this year not to have high school counselors to work with seniors on college admissions.

Financial Aid announced that the scholarship application portal on the Financial Aid website is available for applications. The Financial Aid (FAFSA) application is also available.

There is an October 15th on campus voting event.

The program directors for the graduate programs in the School of Teaching and Learning report they are working on accreditation (Council for the Accreditation of Education Programs; CAEP).

The MPA program is hosting an alumni friends event on October 15th. The registration link is on the MPA Facebook page. The upcoming election will be discussed.

Dave Hudson, the Graduate Council representative on the Faculty Senate Academic Policy Review Committee (APRC), is serving on a Non-Curricular/Policy Clarification Task Force working on the curriculum pathways proposal as part of the APRC. He shared with the Graduate Council a proposed change from a task force draft report. The report proposed the change for graduate curriculum to go from Graduate Council to the University Curriculum Committee (UCC) then to APRC which adds an extra step to the approval process. He was concerned that this change was never presented for consultation or discussion to the Graduate Council. He is also concerned that the change will lengthen the graduate curriculum approval process when the intent is to streamline the curriculum approval process. Dave will be meeting with Dr. Brandon Schwab, Associate Provost, to discuss the proposed change, and asked Graduate Council members to provide him feedback on the proposed change.

The Graduate Student Association (GSA) reported on the graduate student satisfaction survey results from 245 respondents.

Survey results indicate that 27% of respondents had no concerns. The top three concerns expressed in the survey results are:

- Tuition and fees- Graduate students are dissatisfied with scholarship and assistantship opportunities.
- Diversity
- Program Engagement

GSA is planning more events and workshops. GSA is also considering a GSA newsletter publication. It was suggested that GSA might be able to include articles in the Graduate School newsletter.

GSA is rewriting the by-laws to increase the number of Executive Council members. GSA encouraged Graduate Council members to have their graduate students apply for these positions.

Very few GSA travel awards applications have been received for the 2020 fall term. Since travel is restricted this academic year, GSA is considering using travel funds for some other type of award such as an academic book award. Graduate Council members asked if travel award funds could be used for attendance, memberships and seminars in lieu of travel in the Spring 2021 term. Currently GSA does not have plans to change the review and approval process.

GSA is considering a graduate student award called “Graduate Award of Excellence” that students would be nominated for by faculty, staff and peers. GSA is also considering a “Graduate Award of Excellence” for faculty.

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. Quincy Williams	Human Services	Affiliate
Dr. Gloria McNeil	School of Nursing	Affiliate
Dr. Bobbie Williamson	School of Nursing	Affiliate

Approved.

The Academic Policy and Graduate Faculty Review Committee submitted the following Graduate Catalog policy change to the Graduate Council for discussion and comes as a seconded motion for a vote.

Current Graduate Catalog Policy:

Students receiving an assistantship in the fall and/or spring terms must be registered for at least 9 graduate credit hours or at least 6 graduate credit hours during their graduation term.

Proposed Graduate Catalog Policy:

Students receiving an assistantship in the fall and/or spring terms must be registered **at WCU** for at least 9 graduate credit hours or at least 6 graduate credit hours during their graduation term. **WCU Students who are also registered for graduate credit at another institution may appeal to Dean of Graduate School to remain eligible for their assistantship.**

The yellow designates new language for the policy to be put into the catalog.

After discussion by the Graduate Council, the proposed policy change passed.

Curriculum Review

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

Physical Therapy (D.P.T) – Change in total credit hours:

Explanation: This proposal is requesting a change in the total program credit hours from 111 to 112. When the new (and current) curriculum was approved for 2019-20, course PT 924 should have changed from 3 to 4 SCH but was not. A separate proposal in Curriculog has been submitted for this PT 924 course change to accompany this program change request.

Curriculog routing for graduate program changes and significant graduate course changes should custom route so that these items are reviewed by the Graduate Council.

Financial Assistance

Yue Hillon, Chair of the Financial Assistance Committee, presented a draft document for Graduate Excellence Award application and selection criteria and procedures.

The Graduate Excellence Awards are graduate tuition scholarships that included \$100,000 of new funding from the Executive Council in January 2018 (first used in Fall 2018) that Dean Kloepfel leveraged with \$80,000 of scholarship funds that already existed in the Graduate School for eight graduate programs, four residential programs and four distance programs.

Three years ago, the graduate program applications for the Graduate Excellence Awards were reviewed and selected by the Dean of the Graduate School and the Provost. The six programs that achieved their metrics will continue to receive the Graduate Excellence Awards scholarship for another three years if the goals of enrollment growth and quality are achieved.

The distributed document was reviewed and discussed. It was suggested that language be added to re-evaluate selected programs to give programs not selected a chance to reapply for consideration. A six-year time limit was mentioned for the awards, but the overarching goal is to increase funding to increase the total number of awards.

Graduate Council was asked to e-mail feedback to the Chair of the Financial Assistance Committee. The draft document will be updated, and the final document will be distributed to the Graduate Council by e-mail in two weeks. There are scholarship funds to award for the 2021 Spring term using the new Graduate Excellence Award application process.

Dean Report

Slate Software Installation Update

Graduate School in coordination with the undergraduate Admissions Office is implementing a new application and CRM platform called Slate.

Graduate application entry into Slate will begin November 1st and will continue for one year. As graduate programs transition from Apply Yourself to Slate, graduate program directors and staff will be notified and trained in Slate by Associate Dean Joy Bowers-Campbell.

Graduate Education Week

Graduate Education week is October 19-23. The schedule can be found at <https://www.wcu.edu/apply/graduate-school/students/graduate-education-week.aspx>.

Free graduate application day will be on Friday, October 23rd. The application opens at 12:01 a.m. and the first 77 applications will be free. The Provost provided \$5000 in funding for the free applications.

On October 22nd and 23rd, Western Carolina University will host the North Carolina Council of Graduate Schools (NCCGS) annual meeting. The schedule can be found at <https://www.wcu.edu/apply/graduate-school/resources-faculty-staff/nccgs-annualmeeting.aspx>. The event is free and virtual, and Graduate Council members are invited to register.

Associate Dean Report

The 3 Minute Thesis (3MT) registration deadline is October 15th. Students register using the link on 3MT Graduate School website. Please encourage graduate students to submit video submissions for the 3MT competition by the November 4, 2020 deadline. Graduate School is anticipating increased participation this year.

The virtual event will be on November 12th from 12:00 to 1:00 p.m. Information about the virtual event will be available on the 3MT Graduate School website.

First prize is a \$500 tuition award and a \$500 cash award funded by GSA. The second place and People's Choice prize is a \$250 tuition award and a \$250 cash award funded by GSA.

Agenda

Academic Year Registration Update

A 2021 Spring term enrollment handout was distributed. 2021 Spring enrollment is 597 on 09 October which is up 72 students point in time compared to Spring 2020. Graduate Council members were asked to encourage early spring term registration.

Twenty-one graduate programs participate in academic year registration.

Consideration of Accelerated Bachelors to Masters (ABM) programs

The Accelerated Bachelors to Masters (ABM) programs were discussed with the Provost. Currently there are three ABM degree programs in Chemistry, Accountancy and History. There is also a Bachelors to Masters certificate program in Data Science. Contact the Dean or Associate Dean for help if you want to consider and discuss an Accelerated Bachelors to Masters (ABM) program.

Assistantships

In a recent meeting with the Provost, there was discussion about assistantships allocated to professional programs and why and how assistantships are allocated. Are assistantships needed for recruitment in these programs? There was also discussion about requesting assistantship funds in research proposals.

Graduate Council Agenda Topics

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

The meeting was adjourned at 3:00 pm.

Submitted by – Elizabeth Frazier

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