

**Graduate Council
Minutes
August 20, 2021**

The Graduate Council met on Friday, August 20, 2021 at 1:00 pm via ZOOM.

Members present: J. Bowers-Campbell, J. Campbell, D. Carnes, M. Claxton, N. Granda-Marulanda, H. Grappendorf, L. Hammer, B. Kloeppe, R. Laboray, T. Orr, C. Parrish, H. Rimes, M. Snyder, D. Solomon, D. Spencer, A. Storm, A. Stuckey, C. Thomas and P. Yanik

Members absent: J. Carzoli, D. Hudson, Y. Yan, Y. Hillon

Others present: E. Frazier

Approval of the Minutes Motion and second to approve the minutes for the March 12, 2021 meeting. Motion passed.

Program Updates

Graduate School reported that Jan Stanfield retired on July 30th. Graduate School will conduct a search for a replacement during the 2021 fall term.

Graduate School has a program review scheduled the first week of October and the Office of Research Administration has a program review scheduled the last week of October.

Financial Aid is preparing for the 2021 fall term.

Undergraduate Admissions is implementing Slate, a new application system. The undergraduate application in Slate opened two weeks ago.

The College of Business hired Dr. Mariano Garrido-Lopez as the Graduate Program Director for the College of Business graduate programs. Full transition will be completed by October 1st.

Teacher education has an accreditation site visit scheduled in the 2021 fall term.

Hunter Library is seeking broader representation on the Library Council based upon a program review recommendation.

English reported that enrollment is great for the 2021 fall term.

Engineering and Technology implemented a name change for the MS Technology degree. The MS Technology degree is now the MS in Engineering and Technology.

MPA reported that accreditation has been approved through 2028.

MFA students are moving into their studios.

Standing Committee Formation

Updates will be made to the committee membership lists, and the updated committee document will be distributed to Graduate Council members by e-mail.

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. Shijin Kozhumal	Engineering Technology	Affiliate
Mr. Ben Lawhorn	Human Services	Affiliate
Dr. Denise Mitten	Human Services	Affiliate
Mr. Matt Rosky	Human Services	Affiliate
Ms. Jennifer Horschman	Human Services	Affiliate
Dr. Luc Cousineau	Human Services	Affiliate
Dr. Tyler Spencer	Human Services	Affiliate
Dr. Corey Johnson	Human Services	Affiliate
Ms. Debby Singleton	Human Services	Affiliate
Dr. Maria Baron Palamar	Human Services	Affiliate
Dr. Kathryn Stevenson	Human Services	Affiliate
Dr. Kong Chen	Human Services	Affiliate
Dr. Katie Wall	Human Services	Affiliate
Dr. Kathleen Gray	Human Services	Affiliate

Approved.

Curriculum Review

Dr. Ron Laboray has agreed to act as the Curriculum Committee Chair for the 2021-22 academic year with the help of the current Curriculum Committee Chair Dr. Paul Yanik. Dr. Laboray will also serve as the second Graduate Council representative on the University Curriculum Committee.

Financial Assistance

No update from the Chair of the Financial Assistance Committee.

Dr. Melissa Snyder volunteered to be Chair of the Financial Assistance Committee for the 2021-22 academic year.

Dean Report

Enrollment Update

The point in time Enrollment Report was distributed and the data was explained and reviewed.

Point in time for the 2021 fall term, 1766 registered graduate students up 38 students point in time from last year's census date enrollment of 1728 and 14,900 total SCHs up 200 point in time from last year. Four out of six colleges are up in enrollment from last year.

Virtual Open House Update

Graduate School will continue offering virtual open house events through August 2022. A total of eighteen virtual open house events are scheduled (6 for Cullowhee programs, 6 for Asheville programs and 6 for distance programs.).

Associate Dean Report

Slate Software Installation Update

Slate, the new Graduate School application system, is fully implemented.

The Associate Dean continues Slate training with program directors, key staff and graduate faculty members who serve on admissions committees. A training handout is also available. Graduate Council members were asked to share this information within their departments.

Graduate School New Student Orientation

Graduate School completed six new student orientation sessions this week. Two virtual orientation sessions were offered to distance students. Asheville program students and Cullowhee program students were offered the option to attend a virtual orientation session or a face-to-face orientation session. Attendance was split 50/50 between the two options.

Thesis/Disquisition/Dissertation Workshops

Students will be invited to attend a thesis, disquisition, or dissertation workshop. Faculty are welcome to attend.

- September 13- Disquisition Workshop
- September 15- Thesis Workshop
- September 20- Dissertation Workshop

Graduate Council members were asked to share this information within their departments. A workshop sign-up link will be e-mailed.

The Thesis Resource Webpage and workshop information can be found at <https://www.wcu.edu/apply/graduate-school/students/Thesis-and-Dissertation-Resources.aspx>

Program Director Workshops

The Program Director workshops are scheduled for September 8 and September 9. The September 8 workshop will be a face-to-face event at Biltmore Park. On September 9th, a face-to-face event will be held on the Cullowhee campus in the morning and a virtual event is scheduled for the afternoon.

Three Minute Thesis Event (3MT)

The Three Minute Thesis (3MT) live event is scheduled for November 4th at 12:00 p.m. The application format will be the same as last year. Students who wish to compete will submit a video presentation in advance of the live event.

Agenda

University Curriculum Committee representative

The Curriculum Committee members were asked to select someone as a Chair elect to serve as a second representative on the University Curriculum Committee.

Review and discussion of 6-year course expiration rule

The Graduate School six-year time limitation policy was presented for discussion. Graduate Council members favor the policy. The suggestion to offer exceptions was discussed, but exceptions would be difficult to administer fairly and consistently. A request was made to consider length of the graduate degree program when considering time limit exceptions.

Future Agenda Topics

Discussion regarding enrollment in a graduate degree program and a graduate certificate program at the same time.

Number of total credits an undergraduate student is allowed to take and apply to an Accelerated Bachelor's to Master's program (ABM).

Allowing transfer credit from a previously earned graduate degree.

Discuss total transfer credit policy limits.

Discuss allowing “C” grade courses for transfer credit.

Discuss a graduate grade forgiveness and/or replacement policy.

Graduate Council Agenda Topics

Please send Dean Kloeppel Graduate Council agenda topics for the 2021-22 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.