

**Graduate Council
Minutes
October 8, 2021**

The Graduate Council met on Friday, October 8, 2021 at 1:00 pm via ZOOM.

Members present: J. Bowers-Campbell, J. Campbell, D. Carnes, J. Carzoli, M. Claxton, H. Grappendorf, L. Hammer, Y. Hillon, B. Kloeppe, R. Laboray, T. Orr, H. Rimes, D. Solomon, M. Snyder, A. Stuckey, C. Thomas, and P. Yanik

Members absent: N. Granda-Marulanda, D. Hudson, C. Parrish, D. Spencer, A. Storm and Y. Yan

Others present: E. Frazier

Approval of the Minutes Motion and second to approve the minutes for the September 17, 2021 meeting. Motion passed.

Program Updates

There were no program updates presented.

Academic Policy and Graduate Faculty Review

The following persons are currently under review by the Graduate Council Graduate Faculty Review Committee. The nominations will be voted on at the November 5th Graduate Council meeting.

Mrs. Heidi Dent	Human Services	Affiliate
Mr. Ken O'Donnell	Human Services	Affiliate

Curriculum Review

TESOL (Post Baccalaureate Certificate) - Graduate Program Change Proposal

Delete one course to bring the TESOL Graduate Certificate in line with the program sequence in the new Comprehensive MAT in TESOL Proposed Change:

- Cut ENGL 686 to reduce the size of the certificate program from 15 to 12 hours

Rationale: To bring the TESOL Graduate Certificate in line with the course requirements in the new Comprehensive MAT in TESOL, the Graduate Certificate must be adapted to include core courses (ENGL 615, ENGL 625, ENGL 626) without the elective choice. (ENG 686) This change will allow for a stable course rotation in which the Graduate Certificate and Comprehensive MAT courses may be offered simultaneously while also meeting the requirements in the Standards for Short-term TESL/TEFL Certificate Programs published by the NoTESOL International Association (2015)

Approved.

Financial Assistance

No update from the Financial Assistance Committee.

Dean Report

Program Review

The Graduate School Administrative Unit Review occurred on October 6 and 7.

The Review Team members are Alvin Malesky from WCU Psychology, Amy Rose from WCU Communication Sciences and Disorders, Clay Gloster from North Carolina A & T and Rob Sanders from Rollins College.

An oral report of the outcomes of the review was given by the review team on October 7. An official written report will be sent in a month.

Strengths reported by the review team include:

- High level of receptiveness and response from Graduate School staff.
- The Dean/Research Officer duties are managed effectively.
- The Dean/Research Officer manages effectively at the state, regional and national level.
- The Three Minute Thesis event is a “shining star.”
- Enrollment growth is slow and steady.
- Acknowledged the uniqueness of managing Cullowhee residential campus graduate programs, graduate residential programs in Asheville and graduate distance programs.

Challenges reported by the review team include:

- Very few students attend the three sessions scheduled with the review team. Three students attended out of the thirty students invited.
- Staff is new and less experienced.
- Low staff salaries and high staff turnover.
- Limited marketing support and resources from the institution dedicated to graduate education and new graduate programs.
- Lack of increases in funding and support from the institution for graduate assistantships and scholarships.
- Graduate programs need new faculty lines.
- Institutional marketing focuses more resources on undergraduate programs and services than on graduate programs.
- Long response time to applicants from time of application submission to admission decision communication.

The Research Administration Administrative Unit Review is scheduled for October 25 and 26.

Associate Dean Report

No report.

Agenda

WCU Library Electronic Theses, Dissertations, and Disquisitions Discussion

- Issue with Proquest Subscription
- Electronic steps to ascension theses, dissertations, disquisitions
- Potential access with NC Docks
- Lost access to past theses, dissertations, disquisitions

At the January 2020 Graduate Council meeting, Hunter Library made a request to end the requirement for students to submit a print version of their thesis/disquisition/dissertation to Hunter Library. The Graduate Council approved the request, but in the interim the practice of submitting a print copy to Hunter Library has continued. The Dean of Hunter Library asked the Graduate Council if further approval is needed to end this practice. The Graduate Council Policy Committee will review this change in practice and make recommendations about how to end the practice. The practice is a Graduate Catalog policy for thesis submission so the change will need to be vetted and approved through the Graduate Catalog policy change process.

The Dean of Hunter Library gave a presentation on “ETDDs at WCU: Planning for the Future.”

- Issues discussed with the Graduate Council after the presentation included:
- No Proquest subscription. Is there funding available?
- The Proquest database is available for students to submit their thesis/disquisition/dissertation but the database cannot be accessed without a subscription.
- What to do about the legacy print collection? Digitize?
- Should NC Docks (the UNC System database) be designated as the archive for the official copy of record?
- Should copies be purchased for Proquest?
- The cost of maintaining print copies of thesis/disquisitions.
- Is publication required?
- Will access to published documents be maintained?

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 2:00 pm.

Submitted by – Elizabeth Frazier

Modified by – Roxane Stiles: one attendance edit per November 5, 2021 meeting.

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