**MINUTES**

**Graduate Council Meeting**

Monday, January 25, 2016, 3:00 p.m.

UC Annex, Room 203

Present: **Irene Aiken, Nick Arena, Scott Billingsley, Ki Byung Chae, Leah Fiorentino, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Lisa Mitchell, Kim Sellers, Samantha Simon, Joe West (MPA), Jeffrey, Warren Velinda Woriax**

Absent: **Sherry Edwards, Roger Guy, Mary Klinikowski, Larry Mabe, Jose Rivera, Karen Stanley, Jennifer Twaddell**

**Guest: Meredith Storms, Barbara Synowiez**

**Call to Order**

Dr. Irene Aiken called the meeting to order at 3:00. Introductions were made. The agenda was approved as amended by unanimous consent. The minutes of the November 16, 2015meeting were approved by unanimous consent.

**Graduate Faculty Nomination:**The following two nominees were approved as follows.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **First** | **Last** | **Qualifying Degree** | **Dept** | **Program** | **Status** |
| Constance | Mullinix | PhD | Nursing | MSN | Full |
| Deborah | Hummer | DNP | Nursing | MSN | Prof Affil |

**Graduate Course/Curriculum Proposals—**The following proposals were considered and passed.

**School of Education, Ed Leadership and Counseling** **Dept, Professional School Counseling**

* Program Proposal (includes all the following)
* Change program outcomes (listed on the program proposal form)
* Move CNS 5900 Additions Counseling from *Specialty Area and Elective Courses* to *Elective courses*
* Course proposal: Create and add CNS 5XXX Career and College Readiness course to *Specialty Area*
* Add five elective courses (four new courses)

Course proposal: CNS xxxx School Counselor as Leader, Advocate, and Consultant

Course proposal: CNS xxxx Addressing the Achievement Gap and Issues of Social Justice

Course proposal: CNS xxxx Evidence-Based School Counseling

Course proposal: CNS xxxx Legal Aspects of Educational Leadership (Cross-listed with EDNL 5860)

CNS 5900 Addictions Counseling (from Specialty Area and Elective Courses)

* Revisions to prerequisites in the following:

CNS 5350 The Professional School Counselor

CNS5600 Assessment Practices in Counseling

CNS6100 Counseling Practicum

CNS6130 School Counseling Internship

*Also, as an FYI, adding supplemental skills survey to application process*

**School of Education, Ed Leadership and Counseling** **Dept, Clinical Mental Health Counseling**

* Program Proposal: In catalog description,
	+ remove statement on cost of comprehensive exam
	+ remove limit of comprehensive exam attempts
	+ remove statement, “Students complete the Counseling Practicum during their second year of study after completing the core counseling courses.”
	+ remove student learning objectives
	+ revised statement on when students need to take and pass a comprehensive examination (before beginning CNS 6120 Clinical Mental Health Counseling Internship)
* Course Proposals:
	+ CNS 5450 Change prerequisite to “Admission to the CMHC program.”
	+ CNS 6120 Change prerequisite to “Completion of CNS 6100 Counseling Practicum, passed the comprehensive exam*(added),* permission of the instructor, and a minimum of a GPA of 3.0.”

**School of Education, HPER, MA and MAT**

* Program Proposal MA (PE concentration):
	+ Replace EXER 5080 with EXER 5120 **new** content methods course
* Program Proposal MAT:
	+ Replace EXER 5080 with EXER 5120 **new** content methods course
* Course Proposal EXER 5990 (Capstone-taken in both programs): Add prerequisite “IRB approval of proposed research proposal”
* Course Proposal (new course): EXER 5120 – Advanced Methodologies in Health/PE II, will be required in both MA and MAT programs.

**Proposals from the School of Graduate Studies were passed as follows:**
**Deferral of Enrollment**

A student called to active military duty before enrolling in courses may request a deferral of admission using the process below:

The student must submit a request (i.e., letter or email) to the Graduate School for a deferment stating the reason for the request (call to active duty), indicating the term he/she wishes to re-enroll (the term can be changed if needed).

The Graduate Dean approves the deferment and informs the Program Director and student of the approval.

The student is to notify the Graduate School and their Program Director at least 30 days prior to the first class day of her/his plan to return to graduate school.

If the student's discharge from the service is delayed, the student contacts the Graduate School and requests an extension of his/her deferment. The Graduate Dean will approve the delay and inform the Graduate Program Director.

**Graduate Extension of Time to Degree for Military Leave of Absence**

When a student on military leave of absence plans to resume graduate study, he/she must inform the Graduate School at least 30 days prior to the first class day of the return semester. The Graduate School will readmit students who were in good academic standing at the time of their call to duty who seek readmission no later than three years after the completion of the period of service. Readmission fees will be waived. All registration holds must be cleared before the student will be eligible to register.

In the case of a military leave of absence, the time clock related to the time limit for the completion of the degree will be stopped at the semester in which the leave begins. The time clock will resume upon the student's return to the program. While all academic credit, including transfer credits taken before enrollment in the graduate program, will remain on the graduate transcript, courses originally approved to be counted toward the degree program which now fall outside of the original time limit must be reviewed for content relevancy and approved through the credit reinstatement (appeals) process. In some cases, additional course work may be warranted due to outdated information.

**Graduate Studies Report and discussions**

* English Ed MA and MAT admissions change-now accepting passing PRAXIS II scores (in addition to GRE and MAT scores)
* Persistence goals: program directors were asked to work on aiding students in persistence in their graduate programs.
* Graduate Faculty Renewals occurs in April, materials due in March. List of needed renewals were on the Graduate Faculty list sent to Program Directors in January.
* Grade Appeal regulation to be discussed next month. Dr. Aiken reminded the Council that the regulation was passed in October, we will add in a time line for grade appeals.
* Graduate Assistants – needs: Program Directors were asked to consider whether they really needed a GA or not or if they could partner with another department to share a GA. GAships need to be meaningful/professionally beneficial to the students.

**Announcements/Reminders**

* Announcements: HPER is hosting and inauguralCarolinas Sport and Leisure Sciences Symposium on Wednesday, April 20, 2016 (times TBD). Symposium will consist of 10 minute oral presentations from current master’s level students at North and South Carolina universities

Graduate Research Symposium: Please encourage your students to participate

* Grad Council Meetings for 15-16 (UC Annex room 203 at 3 pm) remaining: February 15, March 21 and April 18.
* Graduate Research Poster Session: April 5, 2016, 5:30 to 7:00 in UC Annex (set up at 5:00)
* Graduation Application Deadlines:

 March 1 for fall 16 graduation

October 1 for spring 17 graduation

* Graduate Studies Spring Commencement: Friday, May 6, 2016
* Spring New Graduate Student Orientation: Saturday, August 13, 2016 in the Annex
* Withdrawal deadlines: Check Graduate Academic Calendar

*Check Graduate Academic Calendar for dates of importance*

**Next Meeting: Monday, February 15, 3:00, UC Annex Room 203**