**MINUTES**

**Graduate Council Meeting**

Monday, April 20, 2015, 3:00 p.m.

UC Annex, Room 203

Present: **Irene Aiken, Nick Arena, Scott Billingsley, Betty Brown, Rebecca Bullard-Dillard, Sherry Edwards, Roger Guy, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Larry Mabe, Karen Stanley, Tommy Thompson, Jennifer Twaddell, Beverly Vause, Jeffrey Warren, Velinda Woriax**

Absent: **Valerie Austin, Ki Byung Chae, Mary Klinikowski, Michael Pennington**

**Guest: Meredith Storms, Jessica Hall, Lisa Mitchell**

**Call to Order**

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

**Jessica Hall,** Director, International Programs—discussed international student recruitment

**Graduate Faculty Renewal:** the following status was approved for renewal:

 Kelley, Bonnie, PhD, Adjunct (Sci Ed)

**Graduate Faculty Nominations:** the following were approved for the status as noted:

MacGregor, Robin, MAEd, Adjunct (Counseling)

Sellers, Patricia, PhD, Full (Science Ed)

**Graduate Studies Processes**

* Irene Aiken reminded program directors that GA should be hired by July 30 or the position will be reverted to the Graduate Office. Please let the office know if you will NOT be hiring a GA.
* Concerning administration of the MAT at UNCP: Irene Aiken discussed that the Graduate Office was told Miller’s Analogy Test would no longer be offered at UNCP but then were told it would continue to be offered until January and the Regional Center may be able to offer it at that time (emails were sent to Program Directors as we heard the information).
* Applicant entrance examination requirement changes:

Science Education (5 programs) is no longer going to require an Entrance Exam.

Business Administration (MBA) applicants with undergraduate GPA < 3.0 (4.0 scale) submit test scores for the GRE or the Graduate Management Admissions Test (GMAT).

* International Students: Irene asked the group to consider who might be a contact to assist with international student recruitment.
* Poster Session Discussion: judge’s material set up went well but need judge’s badges and acknowledgement to group that judge interviews should be a priority. It would be nice if the posters could be up longer or at least the judges would have more time for examination.
* Poster printing: the School of Graduate Studies and Research will pay for poster printing for the poster session but all other printing must be paid for by the department or individual.
* Recruitment and Goals (handout/email attachment): our numbers are up in all categories but there is still much work to be done.

**Report from School of Graduate Studies**

* New Graduate Student Orientation, Saturday, August 15, 2015 in the Annex
* Graduate Research Symposium: April 5, 2016, 5:30 to 7:00 in UC Annex

**Unfinished/New Business**

* none

**Announcements/Reminders**

* Grad Council Meetings for 15-16 (UC Annex room 203 at 3 pm): September 21, October 19, November 16, January 25 (2016), 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:

 October 1 for spring 16 graduation

 March 1 for fall 16 graduation

* Graduate Appeals Committee meeting: June 16, 2 pm
* Graduate Studies Spring Commencement: Friday, May 8, 2015
* Fall New Graduate Student Orientation: Saturday, August 15, 2015 in the Annex
* Withdrawal deadlines: Check Graduate Academic Calendar

*Check Graduate Academic Calendar for dates of importance*

**Next (2015-16) Meeting: Monday, September 21, 2015, 3:00, UC Annex Room 203**