**MINUTES**

**Graduate Council Meeting**

Monday, October 15, 2012, 3:00 p.m.

University Center Annex, Room 203

Present: **Drs. Irene Aiken, Valerie Austin, Scott Billingsley, Warren Eller, Roger Guy, Rita Hagevik, Karen Helgeson, Joanne Hessmiller, Roger Ladd, Raymond Lee, Howard Ling, Zoe Locklear, Angela McDonald, Kim Sellers, Karen Stanley, Tommy Thompson, Jeffrey Warren, Velinda Woriax;** Mr. Owen Thomas (President, GSO)

Absent: **Drs. Ann Horton-Lopez, Larry Mabe**

Guests: Dr. Alfred Bryant

**Call to Order**

Irene Aiken called the meeting to order at 3:00 p.m. The agenda was adopted with one correction, the due date for electronic materials to curriculum, which is October 22, not 24. The minutes of the September 17, 2012meeting were accepted by unanimous consent.

**Graduate Faculty Nominations**

The following nominee was approved for Graduate Faculty Status as noted:

**Department of Sch. Adm. and Counseling—**Karen Pruett, PhD, Adjunct

**Curriculum Proposal**

**Department of Educational Specialties**

Dr. Kim Sellers presented the program proposal to accompany the course proposals made at the September meeting (deletion of RDG 5830 to be replaced by RDG 5230, 5430, and 5630).

Dr. Tommy Thompson moved the proposal be accepted, Dr. Ray Lee seconded and the motion passed.

**Department of Sch. Adm. and Counseling**

**CNS 6100 revised course description**

Dr. Jeffrey Warren presented a new course description for CNS 6100 Counseling Practicum (3 hours):

The practicum is an introductory field placement course. The practicum experience allows for enhanced skill development and exposure to professional and ethical practices in a supervised counseling setting. Students work with the Field Placement and Testing Coordinator to obtain field placements one semester in advance of enrollment. Students must complete a total of 100 clock hours at the approved field placement site. In addition to the field placement requirements, students are required to attend class for group supervision and attempt the comprehensive exam. Prerequisite: Completion of core counseling courses, minimum of grade point average of 3.0, and an approved field placement application. Corequisite: CNS 5060 Crisis Intervention and CNS 5900 Issues in Addictions for Counselors.

Dr. Tommy Thompson moved the proposal be accepted, Warren Eller seconded and the motion passed.

**Graduate School Proposals for Discussion**

Dr. Aiken proposed new wording for the catalog concerning graduate course load stating the committee may want to remove the maximum course load statement. Dr. Warren Eller moved the proposal be accepted minus the maximum course load statement, Dr. Tommy Thompson seconded. The Council discussed and adopted (passed) the following wording for the catalog concerning course load:

Course Load:

Nine semester hours is considered full-time enrollment for graduate students during regular semesters. Students employed on a full-time basis are encouraged to take 6 credit hours a semester or less. During each summer session, graduate students may enroll in a maximum of six (6) credit hours for a total of twelve (12) credit hours during the summer.

Dr. Aiken presented a couple of possible new transfer credit policies. The Council discussed the possibilities and benefits of altering the current transfer credit policy. Dr. Warren Eller moved, Dr. Tommy Thompson seconded and the council approved the following policy for transfer credit:

Graduate students may transfer in six to twelve credit hours (with a grade of B or better) with approval of the Program Director and the Graduate Dean according to the following sliding scale:

30-39 hours in the program--transfer up to 6 credit hours;

40-49 hours in the program--transfer up to 9 hours;

50+ hours in the program--transfer up to 12 hours.

Dr. Aiken presented information regarding the course withdrawal limitations at UNCP (four withdrawals and a student is dismissed from graduate school). She checked online and couldn’t find anything about withdrawal limits for graduate students at UNCW, UNCG, ECU, WCU, FSU, UNCC, ECSU and UNCCH. Some do show a WF or WP grade with the WF counting against a student’s GPA. There are issues however (for Financial Aid, students must pass 67% of coursework.) The council was asked to simply consider whether or not they would like to address this issue of course withdrawal limits.

Dr. Aiken asked the council to consider whether or not they wanted to allow students to repeat a course without going through graduate council. Ex. A student who has received a grade of C in a graduate course may repeat that course once. Both the first and second grade will count in determining the GPA, but only the initial hours will count toward degree requirements. This would allow a student who has completed her required courses but has less than a 3.0 GPA to pull up her GPA by repeating a course in which she has earned a C grade (rather than taking non-degree related courses to pull up the GPA.) One university’s policy includes the statement, “*Students may not repeat a course in which they received a grade of A or B.”*

Dr. Aiken stated that she will be presenting at a conference for our voted on January meeting date and asked that the council considering moving the date to January 22 or have the meeting without her. The council voted to move the January Council meeting to January 22.

The counseling programs set new admissions deadlines (to be in effect for fall 2013): May 1 for fall admissions, November 1 for spring admissions and no summer admissions.

**Report from School of Graduate Studies**

* Posting of Grades
Currently, faculty can enter in + and – on their grades, but only the letter grade counts towards the true GPA. The issues with the current practice include that these marks show on transcripts but are not calculated in GPA. On degree audits, these pluses and minuses are calculated in the GPA (since they are there) and give students an inaccurate GPA. In **YouAchieve** (the new degree audit system) only A, B, C, etc. grade options will be available for graduate courses. Pluses and minuses will only be available for undergraduate grading.
* President Owen Thomas gave a Graduate Student Organization report stating that the organization has elected officers and will hold a Graduate/Undergraduate student cookout on Oct. 30. The purposes of the event are to cater a graduate student networking function to graduate student needs and schedules, and have undergraduate students discuss possible graduate programs with graduate students in those programs (recruitment).
* Graduate Research Poster Session: **Monday, March 25, 2013**. Please let the Graduate Office know if they can assist you in any way.
* Application CHANGE—applications will now be placed in Docustore. Program directors and application reviewers will access completed applications and make admission recommendations through <https://docustore.uncp.edu> (use your network username and password). Sign up for training with Shelly Bowens.
* Recruitment Discussion—how are your plans coming?
	+ Brochures—need copy for brochures, now

**Unfinished Business**

Dr. Howard Ling asked about funds for recruitment (last year they were received too late to be useful). Dr. Aiken explained that Academic Affairs has been very supportive of graduate recruitment efforts and that PDs should just ask for funding of recruitment ideas. She believes reasonable requests will be granted.

**New Business**

Dr. Austin raised concern about local Board of Education telling teachers that they won’t get pay raises for master’s degrees unless teaching in the area of the degree. Drs. Locklear and Aiken assured her that this is not the case and that the state pays for master’s degrees pay increases.

**Announcements/Reminders**

* “Good News” announcements?
	+ Counseling complete accreditation visit and received positive feedback. They will receive official word in January.
	+ There are two GA positions open. Dr. Aiken will send more information when it is sent to her.
* Future 2012-2013 Graduate Council Meetings: November 19, 2012; January 22, 2013; February 18, 2013; March 18, 2013; April 15, 2013.
* Graduation Application Deadlines:

March 1, 2013 for fall 2013 graduation

October 1, 2013 for spring 2014 graduation

* Graduate Appeals Committee: October 16, 2012; February (date TBD)
* Graduate Studies Fall Commencement: December 7, 2012
* Spring New Graduate Student Orientation: Saturday, January 5, 2013 in the Annex
* **Graduate Research and Writing Academy—Saturday, February 16, 2013**
* Graduate Research Poster Session: Monday, March 25, 2013
* Last Lecture Series: April 10, 2013 (likely 3:30 start time)
* Withdrawal deadlines: Check Graduate Academic Calendar (see below)

Remember to check regularly the Graduate Academic Calendar for dates of importance (<http://www.uncp.edu/grad/news/calendar/>).

**Next Meeting: Monday, November 19, 2012, 3:00-5:00 p.m., UC Annex Room 203**