**MINUTES**

**Graduate Council Meeting**

Monday, September 16, 2013, 3:00 p.m.

University Annex Room 203

Present: **Irene Aiken, Nick Arena, Valerie Austin, Scott Billingsley, Rebecca Bullard-Dillard, Sherry Edwards, Roger Guy, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Zoe Locklear, Larry Mabe, Angela McDonald, Michael Pennington, Karen Stanley, Barbara Synowiez, Tommy Thompson, Jeffrey Warren, Velinda Woriax;** Stacy Medina (President, GSO)

Absent: **Kim Sellers**

Guests: Mark Canada, Eun Hee Jeon

**Call to Order**

Irene Aiken called the meeting to order at 3:00 pm and introduced Dr. Rebecca Bullard-Dillard, Dean, School of Graduate Studies and Research. The agenda was approved by acclamation. The minutes of the April 15, 2013meeting were accepted by unanimous consent.

**Program/Course Proposals**

The following proposals were passed as presented:

**Dept. of English, Theatre and Foreign Languages**

Course Proposal: TESL 5890-- Change the prerequisite for by adding the phrase "or permission of instructor" after “TESL 5850.”

**Department of Health, Physical Education and Recreation**

Program Proposal: Change the name of the program from Master of Arts in Teaching with Specialization in Physical Education to Masters of Arts in Teaching with Specialization in HEALTH and Physical Education.

**Graduate Faculty Renewals:** The following faculty had their status renewed as indicated:

**Dept. of English, Theatre and Foreign Languages**

Miller, Wendy, PhD, Full

Rizzo, Therese, PhD, Full

**Dept. of Elementary Education**

Baker, T. Warren, EdD, Adjunct

**Graduate Faculty Nominations:** The following faculty statuses were approved as indicated:

**Dept. of Biology/Chemistry**

Bullard-Dillard, Rebecca, PhD, Full

**Dept. of Business Administration**

Shi, Xinyan, PhD, Full

**Dept. of Professional Pedagogy and Research**

Winters, Bryan, EdD, Adjunct

**Dept. of Public Administration**

Pennington, Michael, PhD, Full

**Department of School Administration and Counseling**

Chae, Ki Byung, PhD, Full

Wentz, Charles, MA, Adjunct

**Dept. of Social Work**

Hazlett-Knudsen, Rebekah, PhD, Full

Georgiades, Savvas, PhD, Full

**Graduate School Proposals for Discussion or Vote**

Irene Aiken mentioned that a meeting was being planned for students impacted by the legislation stating “that no teacher or instructional personnel (except nurses and those positions that require a Master’s degree in order to be licensed) shall be paid the additional pay in 2014-15, unless they were paid the additional pay prior to the 2014-15 school year.” (Executive Summary of SBE Policy # TCS-T-000)

Rebecca Bullard-Dillard discussed the issue of admitting students with provisions and the burden of provisions on Graduate School staff. Dean Bullard-Dillard asked that program directors be mindful of the impact when they prescribe such provisions. Discussion ensued. Additional information or a new process may be brought forth in the future.

The Council voted to have the January Graduate Council Meeting on January 27, 2014.

**Report from School of Graduate Studies**

Graduation Application fee is now $90.

Concerning the location of the poster session, Dr. Aiken described the current possibilities and other possible locations were discussed.

Transcripts: Students who attended UNCP may request their transcripts be sent to the Graduate Office without costs, but a form must still be completed.

Change in the provisions to take undergraduate courses:

* If UG course(s) are listed on admissions recommendation and letter, there is no need to have student complete request form to take UG course each semester. Student needs to contact Graduate Office on semester in question and let them know which UG course(s) they need to take. We will check their permission to do so (from file) and let appropriate banner settings. FURTHER…if the student is taking one graduate course and two undergraduate courses, he/she would be considered half-time for Financial Aid purposes.

Irene asked for volunteers to serve on a committee to revamp the poster session judging process. Volunteers included: Valerie Austin, Rita Hagevik, Angela McDonald, Roger Ladd, and Velinda Woriax.

The council was referred to the document on program enrollment for fall, 2013 and the need for continuous efforts was mentioned. There were concerns about the new laws hurting program applicant numbers.

**Unfinished Business**

**New Business**

Dean Bullard-Dillard asked for ideas for new graduate programs. Some Discussion ensued.

There are now funds for graduate student research (will be processed similarly to PURC) to encourage graduate students to be involved in research with faculty. Funds came from a the tuition increase.

The graduate student travel funds will now be up to $250 (previously up to $100).

**Announcements/Reminders**

* “Good News” announcements

Dr. Roger Ladd announced that the Graduate licensure programs need to meet and develop a common assessment.

Dr. Hagevik noted that several graduate students and faculty will be presenting at the National Science Teachers Association (NSTA) Conference in Charlotte November 7th-9th. She gave out flyers regarding the presentations.

* Graduate Council Meetings for the 2013-2014 year will be held in UC Annex room 203 at 3 pm on: September 16, October 21, November 18, January 21 or 27, February 17, March 17, and April 21.
* Graduation Application Deadlines (FEE IS NOW $90):

October 1for spring graduation

March 1for fall graduation

* Graduate Appeals Committee: October (TBD)
* Graduate Studies Spring Commencement: Friday, December 6, 2013
* Spring New Graduate Student Orientation: Saturday, January 11, 2014 in the Annex
* Graduate Research and Writing Academy**—**Saturday, September 14, 2013
* 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, October 21, 2013, 3:00-5:00 p.m., UC Annex Room 203**