

MINUTES
UNCP Graduate Council Meeting
Monday, September 15, 2014, 3:00 p.m.
UC Annex, Room 203

Present: Irene Aiken, Scott Billingsley, Rebecca Bullard-Dillard, Ki Chae, Sherry Edwards, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Zoe Locklear, Larry Mabe, Kim Sellers, Karen Stanley, Tommy Thompson, Jeff Warren

Absent: Nick Arena, Valerie Austin, Roger Guy, Michael Pennington, Jennifer Twaddell, Velinda Worix

Guest: John Parnell, Meredith Storms, Barbara Synowicz (for Jennifer Twaddell), W. Stewart Thomas (Nick Arena)

Call to Order

Dr. Irene Aiken called the meeting to order around 3:00. The agenda was approved by unanimous consent. The minutes of the April 21, 2014 meeting were approved.

Graduate Faculty – the following graduate status nominations were approved:

Educational Leadership and Counseling-- Adamson, Nicole, PhD, Full

Clinical Mental Health – Jones, Shenika, PhD, Full

Business Administration -- Rahman, Mohammad, PhD, Full

Social Work – Webb, Carmellia, EdD, Adjunct

A representative from Public Administration was not available, so Joe West was not considered.

Procedures for Graduate Studies:

- The Council voted to hold the January meeting (which falls on MLK day) on January 26, 2015 (fourth Monday)- approved unanimously
- Irene Aiken discussed the newly imposed Orientation fee which was applied to all newly admitted graduate student accounts. The fee was to help defray the cost of Orientation and the cost of the implementation of HAVEN, a training program adopted by UNCP to meet requirements of the Campus SaVE Act. Although the graduate office was told students would not be allowed to register for spring courses until they had successfully completed the HAVEN training, recent inquiry found the requirement may not be enforced this semester.
- **GEMS (Graduate Education Measures of Success)** is a UNC Graduate Council initiative to enhance “current campus and system data collection practices with an eye toward future needs” of students, the universities and the system. Among the recommendations is a common exit survey for all graduate students, although campuses may choose to add to these questions for their own needs/purposes. Deans are currently examining the questions and addressing how to administer the survey.
- Irene Aiken shared some concern about academic dishonesty practices. She pointed out the current UNCP student handbook procedures (section 5.2 of the student handbook on Honor Code):
5.2 If the student agrees to sign, admitting guilt and accepting the penalty proposed, he or she does so in the presence of the faculty member. The faculty member then imposes the penalty. The faculty member will send the signed settlement form to the director of student conduct, who keeps a record of first offenses for ten years, and thus the matter is ended. If the student decides not to admit guilt or not to accept the penalty, the faculty member must take the case to the chairperson of the Campus Judicial Board, if any penalty is to be imposed.
[Student/UNCP Academic Honor Code].
All graduate faculty should be following these procedures at this time.
- Rebecca Bullard Dillard and Irene Aiken further discussed the issues surrounding graduate student appeals being handled by Student Affairs. Dean Dillard stated that a procedure would be brought to the council in October for discussion and consideration that would bring the process of handling graduate student Academic Dishonesty to Graduate Studies. Such a change would have to be approved by various committees on campus but the regulations of graduate students is significantly different than that of undergraduate students and appeals should be handled by graduate faculty.

Report of Graduate Studies

- Graduate Research Poster Session 2015 is March 31, 2015. Program Directors were asked to PLEASE start working with your students now to prepare for the event.
- Graduate Faculty Status check. Program Directors were asked to check spreadsheets of graduate faculty that are going around and note any faculty that need to be nominated or indicate faculty that need to be removed.
- Program Idea—courses counting towards undergraduate and graduate degree. State and other schools allow up to six hours to count for both (would require university policy changes)
- Recruitment—ideas for new programs, certificates, other?

Announcements/Reminders:

- MSA Conference January 28, 2015, 8:00 p.m. until 1:00 p.m.
- Late Graduation Fee applied after October 1st
- Remaining Graduate Council Meetings for 2014-2015 (UC Annex room 203 at 3 pm): October 20, November 17, January 20 OR 26, February 16, March 16 and April 20.
- Graduate Research Poster Session: March 31, 2015, 5:30 to 7:00 (or 7:30) in UC Annex
- Graduation Application Deadlines:
 - October 1 for spring 15 graduation
 - March 1 for fall 15 graduation
- Graduate Studies Fall Commencement: Friday, December 12, 2014
- Spring New Graduate Student Orientation: Saturday, January 10, 2015 in the Annex
- Withdrawal deadlines: Check Graduate Academic Calendar (see below)
Check Graduate Academic Calendar for dates of importance

Next Meeting: Monday, October 20, 2014, 3:00- 5:00, UC Annex Room 203