**MINUTES**

**Graduate Council Meeting**

Monday, October 21, 2013, 3:00 p.m.

University Annex Room 203

Present: **Nick Arena, Valerie Austin, Scott Billingsley, Danny Davis, Rebecca Bullard-Dillard, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Zoe Locklear, Larry Mabe, Angela McDonald, Michael Pennington, Kim Sellers, Karen Stanley, Jeffrey Warren, Velinda Woriax;** Stacy Medina (President, GSO)

Absent: **Irene Aiken, Sherry Edwards, Roger Guy, Barbara Synowiez,**

Guests: Mark Canada

**Call to Order**

Dr. Rebecca Bullard-Dillard called the meeting to order at 3:00. The agenda was approved by acclamation. The minutes of the September 16, 2013meeting were accepted by unanimous consent.

**Graduate Faculty Nominations—**the following nominations were approved as presented:

Department of Biology/Chemistry: Bahr, Ben, PhD, Full

Department of Business: Kang, Zhixin, PhD, Full and Spillan, John, PhD, Full

**Department of School Administration and Counseling;** Small, George, PhD, Adjunct

**Graduate School Proposals for Discussion or Vote**

Rebecca Bullard-Dillard discussed the issue of provisional admissions and suggested a new system for handling provisionally accepted students:

Provision responsibility is now to be handled by Program Directors and Graduate Office.
PDs will list admissions provisions of a student on recommendation and make note for records.
PDs are responsible for making sure students meet their provisions and deadlines.
PDs will be sent a list of all students under provisional status following each semester.

PDs will let Graduate Office Staff know when a student’s provisions have been met. Some provisions will be checked through the Graduate Office (verification of licensure, for example).

Graduate staff will change provisional status in braveweb.
*Students will not be able to graduate until they have met their provisions.*

Ray Lee and Michael Pennington agreed to beta test this system. Further discussion may be forthcoming.

Rebecca Bullard-Dillard led an Entrance Exam discussion, questioning if there was a need to reexamine the current regulation. The general consensus was to leave the regulation as stands and for the Graduate Office to better adhere to the regulation.

**Report from School of Graduate Studies and Research**

* Location of Poster Session is still in works but program directors are asked to work with students to prepare for poster presentations
* Recruitment: planning to buy GMAT and GRE recruiting reports, again, and will send you list of potential students.
* Angela McDonald asked about the program brochure templates that were completed last year. Rebecca said she's waiting for a funding source to print them.
* A report on the Graduate Appeals Committee: the committee met Oct. 7 and considered six appeals—2 appeals to “Apply for Readmission after Dismissal” were granted (just an FYI about how this relatively new policy is working); others were transfer credit, credit reinstatement and extension of time to degree (one denial)
* Graduate Research and Writing Academy report: Academy held September 14, was told this was an unusually involved group and library has had several follow up appointments.
* Dean Dillard noted that Graduate student research awards were granted to two students

**Announcements/Reminders**

* “Good News” announcements:
	+ Mark Canada's graduate student applied for and used one of the research awards for research on Thomas Wolf.
	+ Angela McDonald received $900 to buy testing materials to help students prepare for comprehensive exams.
	+ Stacey Medina reported that the first GSO activity--"autumn for the troops" (collecting items and making cards for our troops)--is Tuesday, October 22, 2013. She further asked that program directors promote GSO to their students.
* Graduate Council Meetings for the 2013-2014 year are held in UC Annex room 203 at 3 pm. Remaining meeting dates: November 18, January 27, February 17, March 17, and April 21.
* Graduation Application Deadlines:

March 1 for fall 14 graduation

October 1 for spring 15 graduation

* Graduate Studies Spring Commencement: Friday, December 6, 2013
* Spring New Graduate Student Orientation: Saturday, January 11, 2014 in the Annex
* 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 18, 2013, 3:00- 5:00, UC Annex Room 203**