**MINUTES**

**Graduate Council Meeting**

Monday, November 18, 2013, 3:00 p.m.

University Annex Room 203

Present: **Irene Aiken, Nick Arena, Valerie Austin, Scott Billingsley, Rebecca Bullard-Dillard, Roger Guy, Rita Hagevik, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Larry Mabe, Kim Sellers, Karen Stanley, Barbara Synowiez, Tommy Thompson, Jeffrey Warren**

Absent: **Sherry Edwards, Karen Helgeson, Zoe Locklear, Angela McDonald, Michael Pennington, Velinda Woriax;** Stacy Medina (President, GSO)

**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 October 21, 2013meeting were accepted by unanimous consent.

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

Department of Biology**:** McCrackin, Dennis, PhD, Adjunct

Department of School Administration and Counseling: Raleigh, Mary Jeanne, PhD, Professional Affiliate

**Course/Program Proposals—**the following proposal was approved as presented:

HPER: EXER 5990—Capstone Study. Make a repeatable course. Rationale: will encourage students to complete the capstone.

**Graduate School Regulation Discussions**

* Certificate programs were discussed. PDs were told/reminded that:
  + Certificate programs less than 15 hours do not need GA approval.
  + Courses that count toward a degree program can also count towards a certificate program.
  + Certificate programs can get students interested in completing a master’s degree.
  + Certificate courses can be taken while students are enrolled in a degree program and financial aid can be used to help pay for the courses.
* Licensure requirements were discussed related to new state laws and graduate licensure students who are expected to graduate in May. Graduate licensures must be processed and people on the state payroll by May 21 to be eligible for master’s level pay.

**Report from School of Graduate Studies**

* The location of Poster Session has been determined as the Lobby and Hall on first floor of the Health Sciences Bldg.
* Graduate Research Day (Raleigh) will be held on May 21
* Recruitment. Please continue your recruitment efforts. Our needs are as great as they ever were. We will be sending your GMAT and GRE search results to assist you with your recruiting.

**Unfinished Business:**

Irene Aiken discussed the fact that only “T” grades should be given for capstone and similarly repeatable courses, otherwise a graduation check indicates a student has completed their course of study. Irene checked and the T grade is a possible choice on these courses as far as can be determined.

**Announcements/Reminders**

* Graduate Council Meetings for the 2013-2014 year are held in UC Annex room 203 at 3 pm. Remaining meeting dates: 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, January 27, 2014, 3:00- 5:00, UC Annex Room 203**