**MINUTES**

**Graduate Council Meeting**

Monday, March 17, 2014, 3:00 p.m.

University Annex Room 203

Present: **Irene Aiken, Nick Arena, Valerie Austin, Scott Billingsley, Danny Davis, Rebecca Bullard-Dillard, Rita Hagevik, Karen Helgeson, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Larry Mabe, Angela McDonald, Michael Pennington, Karen Stanley, Jennifer Twaddell, Velinda Woriax**

Absent: **Sherry Edwards, Roger Guy, Zoe Locklear, Kim Sellers;** Stacy Medina (President, GSO)

**Guest: Kay Locklear (for Sherry Edwards/MSW), Gary Locklear, Dr. Mark Canada**

**Call to Order**

Dr. Irene Aiken called the meeting to order at 3:00. The agenda was approved by unanimous consent with one amendment (the addition of Science Program proposals). The minutes of the February 17, 2014meeting were approved.

**Graduate Faculty Nominations—**the following nomination was approved as presented:

McQueen, Jesse, MPA, Professional Affiliate

**Graduate Faculty Renewals** – the following graduate status renewals were approved as noted (Irene reserved the right to remove candidates for whom she does not have CV and renewal form but there were no additions or deletions).

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Irene | Aiken | EE | full |  | Stephen | Kodwo | MSW | full |
| William | Albrecht | MPA | full |  | John | Labadie | Art Ed | full |
| Ryan | Anderson | SSE | full |  | Roger | Ladd | English | full |
| Mohammed | Ashraf | MBA | full |  | Raymond | Lee | Math | full |
| Daniel | Barbee | MPA | Adj |  | Tulla | Lightfoot | Art Ed | full |
| Donald | Beken | Math | full |  | Howard | Ling | MBA | full |
| Scott | Billingsley | SSE | full |  | Alice | Locklear | MSW | Prof. Aff |
| William | Brandon | Science | full |  | Ronnie | Martin | MSW | full |
| Mary Jean | Braun | English | full |  | Lisa | Mitchell | Edu | full |
| Betty | Brown | Reading | full |  | Ottis | Murray | MSW | full |
| Monika | Brown | English | full |  | Catherine | Parisian | English | full |
| Robert | Brown | SSE | full |  | John | Parnell | MBA | full |
| Mark | Canada | English | full |  | Jesse | Peters | English | full |
| Susan | Cannata | English | full |  | Michael | Sanderson | Art Ed | full |
| Weston | Cook | SSE | full |  | Marilu | Santos | Science | full |
| William | Crandall | MBA | full |  | Robert | Schneider | MPA | full |
| Danny | Davis | PE | full |  | Sara | Simmons | EE | full |
| Heather | Dial Sellers | Reading | full |  | Karen | Stanley | EE | full |
| Martin | Farley | Science | full |  | Mark | Thompson | SSE | full |
| Nicholas | Giannatasio | MPA | full |  | Tommy | Thompson | PE | full |
| Joseph | Goldston | Math | full |  | Richard | Vela | English | full |
| Rebecca | Gonzalez | MBA | full |  | Jay | Vest | SSE | full |
| Veronica | Hardy | MSW | full |  | Adam | Walls | Art Ed | full |
| Karen | Helgeson | English | full |  | Donnie | Weeks | MSA | Adjunct |
| Ann | Horton-Lopez | Art Ed | full |  | Guo | Wei | Math | full |
| Mary Ann | Jacobs | MSW | Full |  | Laszlo | Zsilinsky | Math | full |
| Eun Hee | Jeon | English | Full |  |  |  |  |  |
| Mary | Klinikowski | Math | Prf Aff |  |  |  |  |  |
| Stanley | Knick | SSE | Full |  |  |  |  |  |

**Course/Program Proposals--**The following Course/Program proposals were considered and passed:

**Biology--**Course Proposals-- Change these courses from Special Topics to regular course offerings:

BIOS 5025 to BIO 5025 Natural History of Costa Rica

BIOS 5150 to BIO 5550 Independent Biology Research

BIOS 5160 to BIO 5140 Biogeography

BIOS 5770 to BIO 5770 Science in the Natural Environment

BIOS 5280 to BIO 5280 Teaching Practicum

BTEC 5300 Principles of Medical Biotechnology (new course)

**Chemistry and Physics**

CHMS 5240 Environmental Chemistry to CHM 5240 Environmental Chemistry--Change this course from Special Topics to a regular course offering:

**Program Proposals** (addition/change in the courses above listed as options for students in the following programs:

Master of Arts in Science Education (M.A.)

Master of Arts in Science Education: Non-Licensure Concentration in Biology

Master of Arts in Teaching: Middle Grades Science Education: Biology, Chemistry, Geology, Physics

Master of Arts in Teaching: Secondary Science Ed: Biology, Chemistry, Geology, Physics

**School Administration and Counseling--**Course proposals

EDNL 5800 Supervision and Instructional Leadership --Delete prerequisites for

EDNL 5850 Curriculum Leadership --Revise description

EDNL 5900 and 5950 Internship and Seminar in Administration I and II-- Revise titles, description, and prerequisites for

Delete EDNL 5960 and 5970 Internship and Seminar in Supervision I and II (no longer taught)

**Program Proposal** Revise program description for a Master of School Administration with above changes

**Procedural Change for Appeals--** Adopted wording for Graduate Appeals Form section F. Program Director/Chair Input -

**F. Program Director/Chair Input (Appellant must request these signatures)**

**Program Director:** Do you *recommend* the GAC grant these appeals? *(Check One)*

\_\_\_\_ Yes, I believe the appeal should be granted (explain below)

\_\_\_\_ No, I do not believe the appeal should be granted (explain below)

\_\_\_\_ Part(s) of the appeal should be granted (explain below)

**You must THOROUGHLY EXPLAIN your rationale below**. ***Transfer credit/Credit Reinstatement:*** If course work is more than 10 years old or course content is not an obvious match for credited course, Program Director **MUST** appear before the committee (appearance is optional for all other appeals). Use attachment, if needed.

**Report from School of Graduate Studies**

* Irene reminded everyone of the Graduate Research Poster Session, March 18, 2014, 5:30-7:30, Health Sciences Bldg, 1st Floor. Each program will have a table.
* Someone noted that next year we need to give students info about poster session at Grad Finale
* Counseling changed their application deadline-- Oct. 1 for spring and Apr. 1 for fall (continue no summer admissions).
* Irene mentioned that the Counseling Programs wants to eliminate the entrance exam (GRE/MAT) requirement for admission. Angela McDonald described how some other programs have eliminated the requirement and the counseling programs have an interview requirement that is more helpful in the admissions process. Irene mentioned that other programs may want to consider similar changes. The Nursing program waives the GRE/MAT requirement if the student meets certain undergraduate grade requirements. There was discussion but no objection. The two counseling programs will no longer require an entrance exam.
* Irene gave a few suggestions for webpage improvement:
  + Make sure most relevant information is on your homepage
  + Don’t include your mission statement on homepage, pictures are good
  + Make sure your page’s information is up-to-date!
* Recruitment—Irene talked about a discussion at a Graduate Council Conference that brochures primarily needed a website and perhaps a barcode and should be more of a postcard size. On the other hand, we still have students who call in and ask for hardcopy materials.
  + Regional Center idea—(SEP Council) RC has a lot of professional development certificates which they are trying to turn into a unified curriculum. Perhaps MPA or MBA (other?) could try to count this curriculum as a course or so and could recruit these people for their program.
  + Effort for Open House (Poster Session) and in general

Billboards up through March 17.

Online ads are currently running on the Fayetteville Observer and Facebook

Newspaper ads will run as follows:

The Pilot (Moore Co.) – Wed., March 12 and Sunday, March 16

The Daily Record (Harnett Co. & Dunn) – Wed., March 12 and Mon 17th

The News Journal (Raeford) – Wed., March 12

Radio spots are currently running on Q98 in Fayetteville.

* + Dean Dillard is working with Dr. Mark Milewicz to try to increase International student admissions.
  + Dean Dillard, Dr. McDonald and Dr. Aiken briefly spoke of the accountability push that coming more and more to Higher Education. Information regarding student admissions, standardized test scores, etc. are being required to be made public. Programs need to prepare for such events. Dr. Twaddell reported nursing is already required to report and post such information.

**Unfinished Business: none**

**New Business:** none

**Announcements/Reminders**

* Last Graduate Council Meeting for 2013-2014 (UC Annex room 203 at 3 pm): April 21.
* Graduate Research Poster Session: March 18, 2014, 5:30 to 7:30 in UC Annex
* Graduation Application Deadlines:

October 1 for spring 15 graduation

March 1 for fall 15 graduation

* Graduate Studies Spring Commencement: Friday, May 9, 2014
* Fall New Graduate Student Orientation: Saturday, August 16, 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 (and last) Meeting: Monday, April 21, 2014, 3:00- 5:00, UC Annex Room 203**