**MINUTES**

**Graduate Council Meeting**

Monday, September 17, 2012, 3:00 p.m.

University Center Annex, Room 203

Present: **Drs. Irene Aiken, Valerie Austin, Scott Billingsley, Warren Eller, Rita Hagevik, Karen Helgeson, Joanne Hessmiller, Ann Horton-Lopez, Roger Ladd, Raymond Lee, Howard Ling, Larry Mabe, Angela McDonald, Kim Sellers, Karen Stanley, Tommy Thompson, Jeffrey Warren, Velinda Woriax;** Mr. Owen Thomas (President, GSO)

Absent: **Drs. Roger Guy, Dr. Zoe Locklear**

Guests: Drs. Alfred Bryant, Meredith Storms

Attendees were asked to briefly introduce themselves.

**Call to Order**

Irene Aiken called the meeting to order at 3:00 p.m. The agenda was adopted as distributed. The minutes of the April 16, 2012meeting were accepted by unanimous consent.

**Graduate Faculty Nominations**

The following nominees were approved for Graduate Faculty Status as noted:

**Department of Art--**Joseph Begnaud, MFA, Full

**Department of Health and PE--**Denny Scruton, PhD, Full and Leah Fiorentino, EdD, Full

**Department of Mathematics--**Mary Klinokowski, MA, Prof. Affiliate

**Department of Sch. Adm. and Counseling--**Cheryl Fulton, PhD, Adjunct; Al Gainey, PhD, Adjunct and George Gressman, PsyD, Adjunct

**Department of Social Work--**Ana Berrios, PhD, Full

**Curriculum Proposal**

**Department of Educational Specialties**

Dr. Kim Sellers presented the following proposals for the Reading Program

* Deletion of RDG 5830, Professional Seminars I-III. This seminar was problematic to implement in the reading education program and does not fluidly take the place of three separate seminars in the separate progression throughout the reading education program.
* ADD RDG 5230 Professional Seminar I: The seminar is focused on the self‐direction and professional development of literacy specialists, with an increasing emphasis on becoming instructional leaders of the 21st century, as students plan to meet their own learning needs in instructional/technological expertise; expand their awareness of the role of the literacy specialist; design, develop, and present their basic program portfolio and their Master’s Research Project or Comprehensive Portfolio.
* ADD RDG 5430 Professional Seminar II: *same description*
* ADD RDG 5630 Professional Seminar III: *same description*

Dr. Tommy Thompson moved the proposal be accepted, Warren Eller seconded and the motion passed.

**Department of Health and PE**

Dr. Tommy Thompson proposed the following:

**Rationale:** *The state of NC now requires both HEALTH and PE certification for M.A.T. programs; therefore, the title and course description needs to add a "health" element/content in order to satisfy this North Carolina dual health/PE licensure requirement.*

* EXER 5100: Change the title and course description from: Leadership & Management in PE & Sport to "Leadership & Management in Health, PE & Sport."
* EXER 5010: Change the title and course description from: Fitness and Exercise Physiology to "Health, Fitness, & Exercise Physiology."
* EXER 5060: Change the title and course description from: Current Issues & Trends in PE & Sport to "Current Issues/Trends in Health, PE & Sport."

Dr. Larry Mabe moved the proposal be accepted, Warren Eller seconded and the motion passed.

**Department of Mathematics**

Dr. Raymond Lee asked some questions of the group concerning proposals.

**Graduate School Proposals Discussed**

The Council discussed the following items for possible future action:

* Course Load:

*Current Catalog*

All courses, unless otherwise noted in the course description, are offered for three (3) semester credit hours. The standard load for full-time graduate students is nine (9) semester hours during regular terms. Except in cases where program requirements mandate an exception, graduate students employed on a full‑time basis may enroll for a maximum of six (6) semester hours per semester. Graduate students may enroll for a maximum of nine (9) semester hours during the combined summer sessions, completing no more than six (6) semester hours in any one session. Graduate Assistants are required to enroll as full-time students (9 semester hours).

*Catalog Suggestion discussion*

Graduate students are considered full-time if enrolled in at least six (6) credit hours a semester *(Graduate Assistants must take 9 credit hours a semester)*. Students employed on a full-time basis are encouraged to take 6 credit hours a semester or less. During each summer session, graduate students may enroll in a maximum of six (6) credit hours for a total of twelve (12) credit hours during the summer.

* Time limit on courses to be reinstated

*Current Catalog*
No credit accepted for transfer may be earned by correspondence. The transfer credit is subject to the five-year time limit (six years for the Professional School Counseling, Clinical Mental Health Counseling, and Social Work programs) applied to all course work credited toward the master’s degree, with the exception of reinstated credits sanctioned by the Graduate Appeals Committee (see “Lapsed Credit “ and “Due Process” sections of this handbook).

* Online Orientation—should one be developed?

**Report from School of Graduate Studies**

* Dr. Irene Aiken asked everyone to check the Graduate Faculty list. Note any changes. Cross off anyone no longer with UNCP and make appropriate nominations.
* Dr. Aiken noted a change in GA process—no longer an interest list
* Owen Thomas reported on the GSO Reception (held Sept. 11) and the organizational plans for the future
* Dr. Aiken gave the date for the Graduate Research Poster Session: **Monday, March 25, 2013**, reminding everyone that every GA should be presenting, at least.
* Dr. Aiken gave a report of the Graduate Research and Writing Academy held September 15, 2012. Sixty students were registered with a few on a waiting list.
* June Graduate Appeals met June 14 and will meet in October
* Graduate student travel funds are available, but limited (we have $500 total)
* The January meeting falls on MLK, Jr. day. The council chose Monday, January 28 for the January meeting
* There will be a change in the way PDs receive applications. Application information will be stored in <https://docustore.uncp.edu>. PDs will use network username and password for access. Shelly Bowens will let PDs know when an application is available.
* Dr. Aiken led a discussion on recruitment noting that the graduate office could help with meta tags on a website; the graduate office is attending Graduate/Professional Fairs inviting PDs when we can; and the graduate office is working with Sandy Briscar’s office on brochures. We need copy for brochures from the PDs at this time.
* Dr. Aiken informed the PDs that Dr. Gash would like everyone to develop a Recruitment Plan. Valerie Austin said she gave everyone an outline last year and would send it again.

**Unfinished Business**

None

**New Business**

None

**Announcements/Reminders**

* “Good News” announcements? Several faculty shared good news items.
* Graduation Application Deadlines:

October 1, 2012 for spring 2013 graduation

March 1, 2013 for fall 2013 graduation

* Graduate Appeals Committee: October (date TBD); February (date TBD)
* Graduate Studies Fall Commencement: December 7, 2012
* Spring New Graduate Student Orientation: Saturday, January 5, 2013 in the Annex
* Graduate Research Poster Session: Monday, March 25, 2013
* Last Lecture Series: April 10, 2013 (likely 3:30 start time)
* 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 15, 2012, 3:00-5:00 p.m., UC Annex Room 203**