

Graduate Council Meeting Minutes

October 4, 2011

Members Present: Anderson, Kelly – Special Ed and Child Development
Fodor, Anthony – Computer Science
Gray, Lee – Architecture
Kulkarni, Shanti – Social Work
McGregor, Rob Roy – Economics (Graduate Council Chair)
Olson, Mike – Atkins Library
Reynolds, Tom, Associate Provost and Dean
Schwarz, Peter - Economics
Shockey, Liz – GPSG Student Representative
Smith, Stephanie Moller - Sociology
Steck, Todd - Biology
Teng, Gary – Systems Engineering and Engineering Management

Absent: Starrett, Greg - Anthropology

Also Attending: Brody, Charlie – College of Liberal Arts & Sciences
Sell, Susan – Graduate School
Watson, Johnna – Graduate School
Zenk, Leslie – Academic Affairs

I. Welcome and Approval for the September 6, 2011 Meeting Minutes

Chair McGregor welcomed the Council members and called for the motion to approve the minutes from the September 6, 2011 meeting. Teng made the motion with a second from Schwarz. One revision requested – add Communication Studies to IV. a and b. There being no further discussion, the minutes were approved pending the one revision.

II. Report of the Chair

Chair McGregor had nothing to report but recognized Leslie Zenk (Academic Affairs) to report on the Course and Curriculum process. Zenk reported that she has been in Academic Affairs a little over a year and has noticed some inconsistencies with the Course and Curriculum process. Zenk is working on a database process, which includes workflow approval and a place to house the course documentation and will feed the catalog changes. This is going to be a lengthy development process. They are in the beginning stages with UG and Grad levels. She intends to meet with all appropriate committees to discuss to what extent should involve Faculty Governance. She is asking Associate Deans to identify collegiate representatives. The first order of business is getting the course descriptions into Banner. Next, they will pilot the approval process from start to finish. She will be working with ITS for the workflow process.

III. Report of the Dean

Dean Reynolds reported that he missed the September 6, 2011 meeting in order to attend the Board of Governors' meeting in Chapel Hill.

- Chancellor Woodward delivered his preliminary report on program duplication within the UNC System. The full report will be given to the BoG on October 7.
 - The process for review and approval of new programs has been rigorous and effective in limiting program duplication and overlap.
 - Even though there is duplication (every campus has a BA in English) it's appropriate to ensure adequate access.
 - The low productivity review has been effective in eliminating degree programs that have run their course.
 - No significant change need be made.
 - But the process for new program review and approval has all but stopped and needs to be revised.
- The BoG has assigned a committee to streamline the new program review and approval process.
 - Campus will be notified within 30 days of timeline for review (when it will go to a disciplinary panel, even when it might be given final approval).
 - May be fast track options
 - I hope they also let us know if the proposal will not be considered.
 - Made a big point about how important the campus priority list will be. Members of the Council noted that some high priority proposals have been sitting at GA for 2-3 years. Is this an indication that they should be removed from the list?
 - Should have something in place by January.
- Graduate Faculty Criteria Revision – update
Dean Reynolds distributed a handout that listed the seven colleges on campus and the most recent dates the Graduate Council approved the individual department's Graduate Faculty Criteria. The General Criteria (listed on the Graduate School's website: www.graduateschool.uncc.edu: Faculty and Staff/Graduate Faculty/Graduate Faculty Appointment Procedures is used as a guide in assisting departments to document in writing how they identify graduate faculty in their respective departments, listing the importance of the individual and what it takes for an individual to remain viable and maintain the criteria the department has set.

The benchmark year that the Dean used for requesting updates was anything earlier than the year 2000. A discussion point the Dean would like the council to think about and talk with their colleges is how often these department criteria should be reviewed and updated (i.e., every 5 years, 10 years?)

IV. Course and Curriculum Proposals

- a. GRAD 9-1-11: Responsible Conduct of Research

Chair McGregor called for a motion to consider. Gray made the motion with a second from Kulkarni. A discussion took place with the following comments:

- Was this vetted with each Program Director?
- How will it be determined when it can be waived?
- Fodor – all PhD students would take it unless it is waived.
- Sell – NIH/NSF wants this to be part of our culture.

Given the questions and comments made by the Council, Chair McGregor called for a motion to defer consideration until Katherine Hall-Hertel has a chance to respond. Moller made the motion with a second from Kulkarni. The motion to defer pending more information was unanimous.

V. Reports from the subcommittees:

- a. Standards and Assessment – still in the process of finishing the proposal about Graduate Program Review.

Chair Lee Gray
Members: Olson, Moller

- b. Planning – no report

Chair Todd Steck fall 2011, Chair Shanti Kulkarni spring 2012
Members: Fodor, Anderson, Kulkarni

- c. Course and Curriculum – no report

Chair Gary Teng
Members: Starrett, Shockey, Schwarz

VI. Other Business

Chair McGregor asked the Council what topics should be looked at this year.

- How often should we revisit the Graduate Faculty Criteria?
- How often should Graduate Programs be reviewed?
- Topic suggested was more clarification on funding for M.A. students. Susan Sell would be ready to report on this at the December 6 meeting. She met with Ken Smith on 10-3-11 to plan for the 2012-13 year.
- The proposal to increase the Graduate Admissions GPA was discussed. The FEC was to meet on Oct. 13. Chair McGregor will write a memo.

VII. Next Meeting:

The next meeting will be held on Tuesday, November 1, 2011 at 12 noon, in Cato Hall Room 228.

The meeting adjourned at 12:55pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Annette Parks".

Annette Parks
Secretary to the Graduate Council