

Graduate Council Meeting Minutes

Tuesday, August 20, 2024

Members/Alternates Present:

Godev, Concepcion, Chair – Languages & Culture Studies
Allan, Craig – Geography and Earth Sciences
Auten, Beth – alternate, Atkins Library
Baten, Redwan Bin Abdul – alternate, Health Management & Policy
Brown, Dace – Public Health Sciences
Cooper, Liz – Bioinformatics and Genomics
Cox, Kyle – Educational Leadership
Dow, Alan - Mathematics and Statistics, former alternate
Gall, David – Art & Art History
Her, Tsing-Hua – alternate, Physics & Optical Science
Johar, Monica – Bus Information Sys and Operations Management
Libby, Garrison – Atkins Library
Montanaro, Erika – Psychological Science
Mukherjee, Pinku – Interim Dean, Graduate School
Murray, Beth – Alternate, Theatre
O’Bruba, Ashley – GPSG Student Representative
Troutman, Jay - Chemistry
Xu, Terry – Mechanical Engineering and Engineering Science

Also Attending: Coffey, Lauren – Graduate School
Hall-Hertel, Katherine – Graduate School
Jones, Dan – Graduate School (incoming Graduate Council Secretary)
Watson, Johnna – Graduate School

Absent: Montanaro, Erika – Psychological Science

I. Report of the Chair – Concepcion Godev

Chair Godev welcomed the returning and new members. She asked the attendees to give a brief introduction of themselves.

A. Overview of Graduate Council Duties

- Chair Godev covered the Graduate Council’s Duties which include:
 - Reviewing Proposals in Curriculog.
 - Reviewing proposed policies brought forward by the Graduate School.
 - The Graduate Council should take the feedback gathered at the meetings back to their respective colleagues in their departments and colleges in whatever format or venue is appropriate.

B. Faculty Governance Website and resource documents

- Chair Godev briefly went over the documents listed below:
 - i. Graduate Council Member Duties
 - ii. Graduate Faculty Bylaws – see pages 3-6.
 - iii. Standing Rules of the Faculty Council – see pages 14-16.
 - iv. Checklist for Reviewing Graduate Proposals in Curriculog – disregard pg. 2
 - v. New/Revised Graduate Course Syllabi Guidelines
 - vi. 2024-2025 Graduate Council Meeting Schedule
 - vii. 2024-2025 Graduate Council Member Contact Information
 - viii. Graduate Program Directors List – 2024-2025
 - ix. 2023-2024 Graduate Council Annual Report

C. Vice-Chair of the Graduate Council Selection

- Chair Godev asked for a volunteer and Dace Brown (CHHS Member) volunteered to serve in this role.

II. Report of the Graduate School Dean – Pinku Mukherjee

- Dean Mukherjee welcomed everyone.
- She informed the Council that she would be returning to her department of Biological Sciences as a faculty member in January 2025 as this was an interim position.
- Mukherjee also gave a brief update on graduate enrollment and some of the accomplishments the Graduate School has made during the 2023-24 academic year. A member asked if this information could be shared with the Council. A separate email will be sent to the Graduate Council listing these accomplishments. A few of the accomplishments are listed below:
 - Created a 10-year Strategic Plan
 - Created an Advisory Board
 - The creation of The Graduate and Postdoctoral Writing Center
 - Created a new position in Associate Dean Johnna Watson’s group who will work primarily with international students.
- Mukherjee announced that Associate Dean Katherine Hall-Hertel will be working with the Commencement Committee on changing the doctoral hooding to become a separate event. More news to come.
- The Provost has requested that we review how other universities appoint members to the Graduate Faculty, mainly full time faculty. This research has taken place and Hall-Hertel will be bringing forth a proposal for the Graduate Council to review and consider.
- Associate Dean Johnna Watson communicated that we have enrolled over 30,000 students.
 - Watson predicts that graduate student enrollment should fall between 6250-6298, so whatever you can do to encourage students to complete their enrollment processes would be appreciated.
 - The last day to add or drop a class is August 26, 2024.
 - We are experiencing the largest freshmen class.
 - Stay tuned for changes to the UNC Charlotte website.

III. Curriculog Demonstration

A. Annette Parks filled in for Matt Wyse, Faculty Governance Assistant.

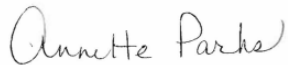
- Parks gave an overview of the login, elements of the proposal and how to make comments in Curriculog before each meeting.
- Parks referred the Council to documents to use as resources:
 - Checklist for Reviewing Graduate Proposals in Curriculog – **disregard pg. 2**
 - New/Revised Graduate Course Syllabi Guidelines

IV. Other Business

No new business was discussed.

The next Graduate Council meeting is scheduled for Tuesday, September 3, 2024, from 12:30 – 2:00pm in Reese 211.

Respectfully submitted,



Annette Parks
Graduate Council Secretary