

Graduate Council Meeting Minutes

October 5, 2021

Members Present:

Dalton, David, (Chair), Languages & Culture Studies
Canevello, Amy – Psychological Science
Chakrabarti, Kausik – BIOL, alternate for Nicole Peterson
Cooke, Sekou – School of Architecture
Fenwick, Abbey – Kinesiology
Lachance, Joan – Middle, Secondary & K-12 Education
Lai, Gene – Finance
Morse, Ed – Mechanical Engineering and Engineering Science
Mostafavi, Taghi – (Vice Chair), Computer Science
Prasad, Ritika – History, alternate for Kent Brintnall
Reynolds, Tom – Associate Provost and Graduate School Dean
Truesdale, Angel – Atkins Library
Udeubor, Mike – PhD Candidate, Civil Engr/Grad Student Rep (GPSG)
(attending for Dylan Turner fall 2021)

Also Attending:

Cooper, Liz – Bioinformatics and Genomics, CCI alternate
Gaber, Sharon - Chancellor
Goodliffe, Julie - Graduate School
Hall-Hertel, Katherine – Graduate School
Krause, Sandy – Graduate School
Morse, Janet – Graduate School
Mukherjee, Pinku - Associate Dean for Research & Grad Educ, CLAS
Names-Mattefs, Alaina - CLAS
Pitts, Andrea – CLAS Graduate Program Director (GPD), Philosophy
Rodriguez, Monica – CLAS Graduate Program Director, LCS
Scott, Cliff – CLAS Graduate Program Director, Comm Studies
Watson, Johnna – Graduate School
White, Brian – Graduate School
Wyse, Matt – Faculty Governance

I. Chancellor Sharon Gaber – Guest Speaker

The Chancellor introduced herself and Chair Dalton asked the Council members to introduce themselves.

Chancellor Gaber shared information regarding Charlotte's new 10-year strategic plan which will be led by the Strategic Planning Committee. The Committee is composed of 22 members that represent faculty, staff, students and administrators. There are four main areas of focus, with the second bullet point being especially inclusive of graduate education:

- Transform Students' lives through educational opportunity and excellence.
- Power the future through inquiry, research, and creative discovery.

- Drive progress for North Carolina and beyond.
- Live our guiding commitments by leading in equity and engagement.

Chancellor Gaber shared information on some key transitions and new positions as we strive to achieve R1 status.

- The vice chancellors for research and economic development and OneIT will report directly to the chancellor.
- An associate provost position has been created to lead the new School of Professional Studies.
- If approved, an associate provost for faculty affairs will be created to better serve the needs of faculty.
- Institutional Research and the Office of Assessment and Accreditation will be merged. An associate provost position will be created to lead this new unit.
- A committee has been created to begin the search process for a new Provost. Katherine Hall-Hertel from the Graduate School has been included in this committee.

Chancellor Gaber then allowed the Council to ask any questions.

- Chair Dalton asked about how the university can develop more funding for graduate students.
 - The Chancellor shared that as we all know, the state budget is an anomaly and the need for private funding is important. She is currently talking with Advancement to try and secure more funding.

II. Report of the Chair – Dr. David Dalton

Chair Dalton thanked the Chancellor for attending the meeting today.

A. Approval of the Sept. 7, 2021 meeting minutes

There was one edit to the minutes. Canevello made a motion to approve with a second from Morse. The motion was unanimously approved.

III. Report of the Graduate School Dean – Dr. Tom Reynolds

Ethical Conduct of Authorship: Dean Reynolds is leading an effort to provide a culture of integrity. The university has adopted an institutional authorship policy, University Policy #318, [Authorship Policy and Resolution Procedures](#) to support good authorship support processes and address potential disputes. Reynolds stated that this is very different from research misconduct. Training will be offered, with students being in the first group of trainees. Students recruited for the project and who complete the training will be eligible for a \$250 stipend.

Graduate School Dean’s Self-Assessment and Goals - Dean Reynolds shared his self-assessment and goals documents with the Graduate Council. Please review these and let him know if you want to discuss anything.

Summer Funding: Summer funding can be critical for graduate students' time-to-degree progress. Johnna Watson and Julie Goodliffe are working with Graduate Academic Services to make sure that students are scheduled properly so that funding can be stretched further. A couple of years ago, we were able to fund 28 students in summer fellowships.

IV. Discussion Topics

A. Proposed Modifications to the GA Handbook – Continued from September 7, 2021 meeting - Johnna Watson, Graduate School

Watson gave a brief overview to bring new members up-to-date.

- Out of the recommendations of the [Graduate Student Funding Committee Report](#) came the creation of the Graduate Assistantships Handbook.
 - GA, TA and RA definitions and policies established by the UNC System.
 - Standardized eligibility, workload, and relevant federal labor laws (changes Fair Labor Standards Act (FLSA) effective July 1, 2020 for FLSA overtime pay.
- Based on feedback from CLAS, et al, the proposal was amended to the following:
 - Full-time enrollment is 9 credit hours with no more than 20 hours of work per week in spring and fall semesters.
 - Proposal was approved by the Graduate Council in April 2021.
 - Proposal was pushed back by Faculty Executive Council

Current Feedback:

Concerns were made by various Council members and Graduate Program Directors attending.

- Master's programs are at a disadvantage. (30 hour programs in the humanities)
- Staggered assistantship hours not suit-able for some Master's programs.
- If no thesis hours, students could lose FAFSA funding.
- International students enrolled in fall, but show up early (summer)

Motion:

A motion was made to make the following changes to the proposal and share information with departments and colleges and be prepared to vote at the November 2, 2021 meeting.

- Change back to six credit hours as full-time.
- International students must still enroll in nine credit hours to be full-time.
- Remove table in current proposal.

Taghi made the motion with a second from Canevello. The motion was unanimously approved.

B. Develop more funding through Graduate Assistantships – David Dalton (Chair)

- Developing funding is crucial to graduate programs.
- How can we expand these?

Johnna Watson made the following comments:

- Met with Institutional Research, System Office TA report
- The number of TA'ships at Charlotte are lower than other universities.
- Only IOR's are entered into Banner, therefore a list of TA's and the sections they support is not available.
- Can we change our process?
- There is an effort to assign them to a course and section so we can track(understand) how this supports the UG teaching mission.
- This also supports the workload eligibility in the GA Handbook that only allows graduate students with no more than 2 courses taught per semester.
- How are RA's funded? There are a lot on institutional funds and these funds should be used for graduate assistantships. Dr. Jay Raja is currently asking colleges/departments for your upcoming needs. Talk with your Associate Deans about funds for graduate students.

C. Graduate Policy Equity Audit – Katherine Hall-Hertel, Graduate School

- Undergraduate policies were revised last year by an ad hoc group of faculty drawn from the Faculty Council.
- Added some graduate faculty to the existing committee, including a rep from the Graduate Council.
- Identified three or four policies for initial review. More will be identified.

D. Revision of the Transfer Credit Policy – Katherine Hall-Hertel, Graduate School

- Policy has morphed over the years and needs to be streamlined.
- Added more transparency
- Addressed differences between external credit and internal credit, which will come to the Graduate Council for consideration.
- Next review will be of suspension/termination policies.

E. Revisions – Graduate Council Checklist for Reviewing Proposals – Matt Wyse, Faculty Governance

- Matt shared this revised document and is posted on the Faculty Governance website under *Course and Curriculum, Resources* or under *Faculty Resources, Curriculog, Course and Curriculum Resources*.

F. Updating Curriculog with “Graduate Course Syllabus” section – Matt Wyse, Faculty Governance

Past chair Concepcion Godev submitted a proposal for Faculty Governance to

consider. This proposal includes the addition of a section for syllabi (a template) that includes all relevant fields to be completed by proposal originators in Curriculog thereby reducing time spent by Council members correcting common mistakes. Wyse submitted this template to the Graduate Council for their review.

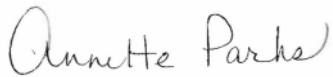
V. Other Business

Chair Dalton would like to discuss implementing a Graduate Council Consent Calendar.

Meeting Adjourned: Canevello made a motion to adjourn the meeting with a second from Mostafavi. The meeting adjourned at 2:04pm.

Next Meeting: Tuesday, November 2, 2021, 12:30-2:00pm via Zoom

Respectfully,



Annette Parks
Graduate Council Secretary