

Graduate Council Meeting Minutes

March 14, 2017

Members Present: Anderson, Kelly – Education
Binder, Amanda – Atkins Library
Cornelius, Judith – School of Nursing
Haynes, Christine – History
Mauer, David – Finance
McGregor, Rob Roy – Economics
Poler, Jordan - Chemistry
Ramaprasad, Harini – Computer Science
Reynolds, Tom – Graduate School
Smith, Heather – Geography & Earth Sciences

Also Attending: Birkett, James – Graduate School
Freitag, Alan – Graduate School
Gamez, José – Architecture and Urban Design
Morse, Janet – Graduate School
Watson, Johnna – Graduate School

Absent: Beorkrem, Chris – School of Architecture
McCloud, Sean – Religious Studies
Shin, Min – Computer Science
Steck, Todd – Biology
Williams, John – GPSG Representative, Ph.D. Candidate, C&I
Wu, Jay – Infrastructure & Environmental Systems (INES)

I. Report of the Chair – Chair Rob Roy McGregor

- **Approval of the February 7, 2017 Meeting Minutes:**
Chair McGregor called for a motion to approve the February 7, 2017 Graduate Council meeting minutes pending minor revisions. Mauer made the motion with a second from Cornelius. The motion was approved unanimously.
- **Election of New Graduate Council Vice Chair:**
Chair McGregor called for nominations to elect a new Graduate Council Vice Chair, replacing Sean McCloud who is unable to complete his term due to his spring teaching schedule. David Mauer was nominated.
Chair McGregor called for a motion to accept the election of David Mauer as the new Vice Chair. Haynes made the motion with a second from Cornelius. The motion was approved unanimously.

II. Report of the Dean – Dean Tom Reynolds

- Dean Reynolds announced Faculty Council is taking nominations for the 2017-18 Graduate Council Chair position and encouraged the Council to contact Lisa Walker to volunteer or nominate someone.

- Update on Graduate Applications: the number of applications submitted are down from 6,691 last year to 6,256 this year, but offers of admission are up from 3,259 last year to 3,865 this year.
- Federal Financial aid will no longer consider graduate students enrolled in three credit hours as half time. Graduate students are consider full time if they are taking nine credit hours and we have been allowed to roll-down in the past. Beginning this fall, to receive federal financial aid graduate students must enroll in a minimum of 4.5 credit hours, which realistically is 6-credit hours.

III. **Graduate Faculty Membership Criteria - Rob Roy McGregor**

Physics & Optical Science: A discussion took place and the Council agreed that this Graduate Faculty Membership Criteria did not match current guidelines.

Chair McGregor called for a motion to return this proposal to Physics & Optical Science for revisions. Haynes made the motion with a second from Mauer. The motion was approved unanimously

IV. **Course and Curriculum Proposals**

A. **CJUS - 6106 - Introduction to Crime Analytics and Informatics**

A discussion took place and the following comments were shared.

- Grammatical errors/misspelled words.
- Syllabus is missing a graduate level grading scale.
Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/NewRevised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Cornelius made the motion with a second from Anderson. The motion was approved unanimously

B. **CJUS - 6172 - Intelligence Analysis**

A discussion took place and the following comment was shared.

- Syllabus is missing the course objectives and a graduate level grading scale.
Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Cornelius made the motion with a second from Mauer. The motion was approved unanimously

C. **ENGL - 5072 - Topics in Literature and Film**

A discussion took place and the following comment was shared.

- Syllabus is missing the course objectives and a graduate level grading scale.
Review the Boiler Plate Syllabus for new/revised graduate courses:

<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Mauer made the motion with a second from Smith. The motion was approved unanimously

D. ENGL - 5074 - Topics in Children's Literature, Media, and Culture

A discussion took place and the following comment was shared.

- Syllabus is missing the course objectives and a graduate level grading scale. Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Haynes made the motion with a second from Smith. The motion was approved unanimously.

E. ENGL - 6072 - Topics in Literature and Film

A discussion took place and the following comment was shared.

- Syllabus is missing the graduate level grading scale. Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Cornelius made the motion with a second from Mauer. The motion was approved unanimously.

F. ENGL - 6073 - Topics in Creative Writing

A discussion took place and the following comment was shared.

- Syllabus is missing the course objectives and a graduate level grading scale. Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Cornelius made the motion with a second from Anderson. The motion was approved unanimously.

G. Human Computer Interaction, Graduate Certificate

A discussion took place and the following comment was shared

- On the Student Learning Outcomes Assessment Plan, address the rubric scale inconsistency: a four and five point scale are referenced.

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Mauer made the motion with a second from Harini. The motion was approved unanimously.

H. ITIS - 6370 - Interactive Systems Design and Implementation

A discussion took place and the following comment was shared.

- Syllabus is missing the graduate level grading scale.
Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Mauer made the motion with a second from Harini. The motion was approved unanimously.

I. M.A. in English with a concentration in English Education

A discussion took place and the following comment was shared.

- In the attachment titled **catalog English Education**, change *M.A. in English Education* to *M.A. in English with a concentration in English Education* on page 3, under **Degree Requirements** and on page 5, under **Licensure**

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Cornelius made the motion with a second from Smith. The motion was approved unanimously.

J. MEGR - 7173 - Engineering Design Optimization

A discussion took place and the following comments were shared.

- Syllabus needs to include the course description.
- Old course numbering used at the top of syllabus.
- Graduate level grading scale was not included on the syllabus.
Review the Boiler Plate Syllabus for new/revised graduate courses:
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/New-Revised-Graduate-Course-Guidelines.pdf>

Thereby hearing no further discussion, Chair McGregor called for a motion to approve pending revisions. Mauer made the motion with a second from Harini. The motion was approved unanimously.

K. MEGR - 8173 - Engineering Design Optimization

A discussion took place and the following comments were shared.

- Syllabus needs to include the course description.
- Old course numbering used at the top of syllabus.
- Graduate level grading scale was not included on the syllabus.
Review the Boiler Plate Syllabus for new/revised graduate courses:

A discussion took place and Chair McGregor called for a motion to approve pending revisions. Gamez made the motion with a second from Anderson. The motion was approved unanimously.

L. Teaching: Foreign Language Education, Graduate Certificate - [Program Inactivation]

A discussion took place and Chair McGregor called for a motion to approve this proposal as submitted. Cornelius made the motion with a second from Mauer. The motion was approved unanimously.

M. Teaching: Foreign Language Education, M.A.T - [Program Inactivation]

A discussion took place and Chair McGregor called for a motion to approve this proposal as submitted. Cornelius made the motion with a second from Smith. The motion was approved unanimously.

V. Other Business

- **Transfer Credit** – James Birkett was present to field any questions from last month's first reading. Due to time constraints, Chair McGregor deferred this agenda item until the April meeting.
- **Academic Load/Time Status for all Graduate Students – First Reading** – Johnna Watson gave a first reading of proposed policy changes regarding graduate course load due to the new definition of half time.

VI. Discussion Topics & Other Items of Business for 2016-17

- **Discussion Topics** – New Degree Planning Process - Chair McGregor deferred this agenda item to the April meeting. Current procedures for Request to Plan and Request to Establish New Degree Programs were distributed and everyone one was asked to review and be ready to discuss the possibility of changing these policies at the next meeting.

The meeting adjourned at 2:15pm.

Respectfully submitted,



Secretary to the Graduate Council