Graduate Council Meeting Minutes
April 3, 2012

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 for Graduate Programs and Dean
    Schwarz, Peter - Economics
    Shockey, Liz - GPSG Student Representative for Liz Shockey
    Smith, Stephanie Moller – Sociology
    Starrett, Greg – Anthropology
    Steck, Todd - Biology
    Teng, Gary – Systems Engineering and Engineering Management

Also Attending: Hertel, Josh, Director, The Graduate Center
    Watson, Johnna – Graduate School
    Zenk, Leslie – Academic Affairs

I.   Welcome and Approval for the March 13, 2012 Meeting Minutes

Chair McGregor called the meeting to order and called for the motion to approve the minutes from the March 13, 2012 meeting. Schwarz communicated one correction on page 3, third paragraph, last sentence, add "d" to the word approve. There being no further discussion, the Chair called for a motion to approve the minutes pending the one revision. Teng made the motion with a second from Schwarz. The motion was approved unanimously.

II.   Report of the Chair

Chair McGregor had one item which he deferred to cover later during Other Business.

III.   Report of the Dean

a. First Citizen's ceremony tomorrow, April 4, 2012. Should have received an invitation; please RSVP

b. 48 doctoral graduates this May, up from 27 last May. 70 graduated in December so the total for 2011/12 is 118. First doctoral grad was in May 1997; 682 will be the grand total. The number of master's graduates is also significantly up this May.

c. Student Health Insurance: Mandatory enrollment that requires hard waiver. The current premium is $760/year. Across the system the payout for claims has exceeded the premiums collected. At UNC Charlotte the difference was over $2 million this year. Premiums will go up for 2012/13, the

question is by how much. The current proposal involves an age-banding that would cost more for the older students so it would disadvantage graduate students disproportionally.

IV.   Course and Curriculum Proposals

a.   EDLD 2-21-12: ADMN 8172 Higher Education in the United States
Chair McGregor called for a motion to consider. Kulkarni made the motion with a second from Teng. There being no further discussion, Chair McGregor called for the motion to approve the proposal as submitted. Gray made the motion with a second from Starrett. The proposal was approved unanimously.

b.   MATH 1-30-12: New Course MAED 6252 Advanced Methods in Middle and Secondary Mathematics
Chair McGregor called for a motion to consider. Kulkarni made the motion with a second from Gray. A discussion followed and the following items need to be revised:
   • Catalog copy MDSK course should be changed to MAED.
   • Correct course number in syllabus
   • Does it need to be cross-listed MAED and MDSK? Anderson to confirm.
   • References a component required for MDSK 6691 – clarification needed
There being no further discussion, Chair McGregor called for the motion to approve the proposal pending revisions. Fodor made the motion with a second from Smith. The proposal was approved unanimously.

c.   PHS 2012-02-20: Establishment of Recurrent Special Topics Course as HADM 6210 Medical Practice Management
Chair McGregor called for a motion to consider. Gray made the motion with a second from Kulkarni. There being no further discussion, Chair McGregor called for a motion to approve as submitted. Teng made the motion with a second from Kulkarni. The motion was approved unanimously.

V.   Course and Curriculum/Catalog Changes – Leslie Zenk
Chair McGregor recognized Leslie Zenk from Academic Affairs. A discussion took place:
   • Will this be the official catalog?   Yes
   • Will this affect what the Registrar uses? No
   • Most institutions set a deadline for fall changes, anything after that would be in a subsequent fall catalog.
   • Is this catalog changes or curricula changes? The intention is both. (timing issues could be a problem)
   • Do you hold new students to the catalog that they're admitted? How do you control departments using these exceptions?
      • You could hold students to the program and not necessarily the catalog
      • Possibly have middle ground handbook
   • How late can changes be made?

- UG Catalog is web base updated – continually updated throughout the year – this can be problematic.
- Do you post a new catalog each semester?
- Do we apply this to short forms as well as long forms?
- Is there a way to have versions date-stamped?

Chair McGregor asked the Council if they would like to add this topic to the May agenda. The vote was unanimous.

VI. Graduate Faculty Criteria for Programs

Dean Reynolds brought this topic to the Council at the March 13, 2012 meeting during Other Business. To continue the discussion, Dean Reynolds asked the committee to raise the question in their colleges of how Interdisciplinary Programs be nominated to the Graduate Faculty, (ex: Gerontology). Library Faculty has also raised the question of how they are nominated to serve on Thesis/Dissertation Committees.
- Should programs be required to create their own Graduate Faculty Criteria like departments?
- Can a program nominate their own Associate members for the purpose of serving on Thesis/Dissertation committees?

Chair McGregor suggested assigning a subcommittee to review this and make recommendations next year. The Council approved unanimously.

VII. Reports from the subcommittees:

a. Standards and Assessment – no report
   Chair Lee Gray,
   Members: Olson, Moller

b. Planning – no report
   Chair Shanti Kulkarni
   Members: Fodor, Anderson, Steck

c. Course and Curriculum – no report
   Chair Gary Teng
   Members: Starrett, Shockey, Schwarz

VIII. Other Business

Chair McGregor welcomed Josh Hertel, Director of the Graduate Center to the meeting. Chair McGregor gave some background on the HI PSM.
- Was approved by the Graduate Council to establish in May 2010 and later approved by the GA in Sept. 2011.
- Due to a lag in approval time, some revisions are now requested for the catalog copy.
- Add several pre-reqs for HADM
- IHIP should be HCIT
- New courses need to be vetted through normal channels.

Chair McGregor suggested letting CHHS & CCI develop their own catalog copy and vet through the Graduate School Dean for a one-time approval. Council approved unanimously.

Since May 1st is the last meeting this academic year, we will try and be reasonable for requests presented.

Position of Graduate Council Chair: With Chair McGregor's term coming to an end after the 2012-2013 academic year, he wanted the Council to be aware of some items:
- Chair can serve up to 2 consecutive 2 year terms.
- Helpful for incoming chair to have had chair experience or at least experience serving on the Graduate Council.

IX. <u>Next Meeting</u>:

The next meeting will be held on Tuesday, May 1, 2012 at 12 noon, in Cato Hall Room 228.

The meeting adjourned at 1:15pm.

Respectfully submitted,

Annette Parks
Secretary to the Graduate Council