

# Graduate Council Meeting Minutes

August 17, 2010

Members Present: Gray, Lee – Arts + Architecture  
Jackson, Tony - English  
Jones, Jeanneine – Middle, Secondary and K-12 Education  
Kulkarni, Shanti – Social Work  
Manouchehrabadi, Mahnaz - GPSG Student Representative  
Mays, Larry – Bioinformatics & Genomics  
McGregor, Rob Roy – Economics Department, Council Chair  
Mozenter, Frada – Atkins Library  
Reynolds, Tom – Associate Provost for Graduate Programs and Dean  
Schneider, Stan (BIOL) alternate for Gregory Mixon (HIST)  
Steck, Todd – Biology

Absent: Erevelles, Sunil - Marketing  
Teng, Gary – Engineering Management

Also Attending: Sell, Susan – Graduate School  
Watson, Johnna – Graduate School

I. Welcome and Introductions

Chair McGregor welcomed the new and returning Council members.

II. Operational Procedures of the Council

Chair McGregor distributed three handouts and provided explanations:

- 2010-2011 Meeting schedule
- Members list with contact information
- Subcommittee Structure sheet

a. Curriculum and Proposal Review Process

Chair McGregor gave an overview of this process. This is a recurring item on the monthly agenda where the council will vote on new or updated long course proposals. For more information on course proposals and program development, go to the link below which can also be found Graduate School's website, under the Faculty and Staff tab.

<http://graduateschool.uncc.edu/course-and-program-development.html>

b. Graduate Faculty Criteria

Dean Reynolds explained this process. Each department has its own criteria for their Graduate Faculty. In maintaining current, professional teaching guidelines, many departments were asked to update their criteria. A schedule for completion is in place which began in March 2008 and may take over five years to complete campus wide. The Dean utilizes these criteria when considering Graduate Faculty nominations. For more

information on Graduate Faculty Appointments, please go to the link below, also found on the Graduate School's website [www.graduateschool.uncc.edu](http://www.graduateschool.uncc.edu). Click on the Faculty/Staff tab, and then the Graduate Faculty tab.

<http://graduateschool.uncc.edu/facultystaff/94.html>

c. Discussion topics –

Dr. Susan Sell (Graduate School) communicated that departments should have some news about NRTD and GASP funding for new students by Thursday. Traditionally, we've been able to use tuition increase monies for GASP and NRTD, but not this year. There is some commitment but not sure how much.

Dean Reynolds distributed handouts (*Council Bylaws* and *Graduate Council Member*, a document defining the responsibilities of council members. The Dean also encouraged council members to refer to the Graduate School website for policies and procedures.

Dean Reynolds announced that he has secured Steve Rogelberg to assist with a "Communication Study". The study will help the Council identify/develop ways to better communicate council information back to their respective departments/colleges.

Dean Reynolds gave a brief overview of Graduate enrollment. The 2010-2011 enrollment goal is 5450. The count in mid-August was right at 5000 with projections to come in at 5300. Last year new enrollment was down, but this year, it is reversed.

Dean Reynolds closed by sharing that a new Graduate School, Director of Development, Ms. Angela Lett, will begin on August 9. Her first month will be in training with the Development Department, but will be occupying her permanent office in Cato as of September 13. Ms. Lett comes to us from the Boston Conservatory, (Boston, Mass.).

III. Organization of Council Members in Subcommittees

Chair McGregor discussed the roles of subcommittee members and assisted the Council in selecting the subcommittee members for this coming year. The subcommittee members are as follows:

Standards and Assessment: Larry Mays, Frada Mozenter and Lee Gray (Chair McGregor to ask Sunil Erevelles to change to the Course and Curriculum subcommittee.)

Planning: Todd Steck, Teresa Scheid (alternate for Tony Jackson), Jeanneine Jones and Shanti Kulkarni

Course and Curriculum: Stan Schneider (alternate for Greg Mixon), Mahnaz Manoucherabadi, Gary Teng, Sunil Erevelles

The meeting was adjourned at 2:00pm.

Respectfully submitted,

Annette Parks  
Secretary to the Graduate Council