

Graduate Council Meeting
Mendenhall Student Center 221
April 21, 2014
2:00 - 4:00
Minutes

Members Present: Atkinson, Terry; Brown, Carol; Benfield, Rebecca; Bickley-Green, Cynthia; Cox, Kathleen; Donica, Denise; Eble, Michelle; Franklin, Richard; Gemperline, Paul; Keiper, Brett; Lamson, Angela; McFadden, Cheryl; Morehead, Andrew; Pokorny, Marie; Preston, Ron; Reisch, John; Ries, Heather; Russoniello, Carmen; Thompson, Bob; Vogel song, Hans; West, Terry

Members Absent: Coddington, Charles; Gares, Paul; Harer, John; Monroe, Richard; Mott, Vivian; Ratcliff, Gail; Schwager, Paul; Skalko, Thom; Wheeler, Michael.

Ex-officio members present: Jim Decker, Mark Sprague, Rita Reaves.

Ex-officio members absent: Greer, Annette; Croskery, Thomas

Guests: McConnell, Tom, Patterson, Belinda; Ringler, Marjorie; Summey, Karen; University Attorney, Steve Serck

1. Called meeting to order 2:04 pm
2. Minutes approved electronically, no further action required:
 - a. 3/17/2014 GC minutes
 - b. 3/5/2014 GCC minutes
 - c. 3/19/2014 GCC minutes: amended minutes – catalog copy of nursing
amended minutes approved
3. Recognition of outgoing council members and GCC members – the following individuals were recognized for their service in support of Graduate Education at ECU
 - a. Jim Decker, outgoing chair of GCC
 - b. Bob Thompson, member of GCC,
 - c. Cheryl McFadden, member of GC and GCEC
 - d. Marie Pokorny, member of GC
 - e. Mark Sprague, Chair of Faculty, member of GC
4. Closed session – not needed
5. Supporting documentation for two pending time extension requests not received in time to distribute to Graduate Council members in advance of meeting. These two requests will be reviewed by the Graduate Council Executive Committee at its May 5 meeting.
6. Committee reviewed Graduate Council membership and attendance for 2013-14 meetings. This committee does not have an attendance policy. Council members favored the development of an attendance policy. GCEC will develop a policy over the summer and return with a draft for approval by the GC in the fall.

7. Reviewed [revised Graduate Assistantship Contract](#).
 - a. Discussed the contract to ensure that language therein and process is clear about disclosing other jobs within the UNC system, work hours, and benefits implications.
 - b. Discussed issues with the language about eligibility, inclusion of time limit in eligibility criteria, voiding contracts, and involvement of all employing departments.
 - c. Motion to approve revised contract as modified by Paul Gemperline and Attorney Steve Serck to include discussion points from today's meeting without viewing final draft.

Approved

8. Reviewed [Graduate Assistantship workload policy](#)
 - a. Discussed briefly implication of hiring students the semester prior to their program start date and hiring during summer semester.
 - b. Discussed merging documents and having one location for information instead of several.
 - c. GCEC will prepare drafts and revise documents.

Approved

9. Consideration of Chemistry Graduate Faculty criteria ([old version](#) and [new versions provided](#))

Approved

10. [Review of 2015-16 Graduate Assistantship Reallocation process and RFP](#)

- a. Discussed revisions to the forms and timelines.

11. University Committee on Fiscal Sustainability (UCFS) report - GC Chair Thompson identified four topics of interest to the Graduate Council for discussion. Two members of the GC in attendance were also members of the UCSF and noted they would carry these comments from the GC back to the UCFS for consideration as it prepares its final draft.
 - a. Merging of the Divisions of Research and Graduate Studies and Academic Affairs – It was noted that the existence of a Research and Graduate Studies Division that is responsive to the two major academic divisions (Health Sciences and Academic Affairs) is symbolically important and strategically important if ECU is to retain an appropriate multidisciplinary emphasis on research and graduate education.
 - b. Merging of graduate and undergraduate admissions operations – It was noted that both admissions offices function very differently. The volume of work for graduate admissions is large and differs by program. Strong objections were voiced against this merger. It was noted that CFNC hosts the undergraduate application system whereas the graduate school has been using a more cumbersome home-grown application system in Banner Self Service. It was noted that development of a new online graduate application system is under way using Banner Recruiter which holds good promise for significant improvements. It was noted that most graduate schools in the country use a costly cloud-based approach, the most popular being Apply Yourself by Hobsons. At this point Banner Recruiter will be implemented to improve graduate admissions in a more cost efficient manner. It is expected the resulting system will be competitive with the commercial product and but offer more flexibility (more easily customizable to suite ECU's needs).

- c. Reduction in number of master's programs – Graduate Council members were encouraged to review the spring enrollment data distributed at the 2014 March Graduate Council meeting as an important source of information on this matter.
- d. Reduction in number of grad classes with five or fewer students by 50% over the next two years – It was clarified that this recommendation applies to lecture classes only and does not apply to labs, internship, and thesis courses. It was noted that lecture classes with fewer than five students, while not only being inefficient, potentially compromises the quality of instruction due to reduced diversity of student thought, discussion and assignments.
- e. The fiscal sustainability report is a list of changes without a listing of financial savings attached. It is recommended to add monetary figures to see the cost factors and savings. Faculty are concerned that decisions will be made without consideration of input that has been provided.

12. Summer Graduate Council long range planning retreat

- a. GC members were polled with a show of hands to determine the level of interest in attending a day-long summer planning retreat, sometime in mid to late June. Significant interest was indicated.
- b. The GCEC will develop an agenda and email dates

13. Summer GCEC Actions

- a. Finalize assistantship contract and workload policy
- b. Draft revision to grading policy (introduce use of W, WF, WP in graduate courses) - harmonize use of "W" grades with proposal by ad hoc committee on Fostering Undergraduate Student Success (FUSSy committee) recommendation to Faculty Senate (copy forthcoming)
- c. Per Andrew Morehead, should we make provisions to apply grades of "W" to S/U courses?
- d. Exception to GPA requirements for graduation upon readmission to a new program
- e. Graduate Fact Book project
- f. Report on enrollment in Graduate Certificate programs
- g. Members were asked to email additional items to the Bob Thompson and Paul Gemperline

14. Adjourned at 4:05 pm

Respectfully,
Marjorie Ringler