Graduate Council Minutes
Mendenhall Student Center 221
November 21, 2011
3:00-5:00 pm

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Present: Allen, Rose; Atkinson, Terry; Bickley-Green, Cynthia; Cox, Kathy; Decker, Jim; Gallagher, Margie; Gares, Paul; Gemperline, Paul; Griffin, Linner; Hornes, Phyllis; Kasperek, George; Keiper, Brett; Lamson, Angela; Mott, Vivian; Ozan, Erol; Pressler, Jana; Rachlin, Sid; Ries, Heather; Russoniello, Carmen; Scavo, Carmine; Schwager, Paul; Skalko, Thomas; Sprague, Mark; St. Amant, Kirk; Thompson, Bob; Vogelsong, Hans; Walker, Marianna; Williams, Blaise; and Terry West (chair).

1. Call meeting to order

    3:03 PM

2. Approval of the October 24, 2011 Graduate Council Minutes

    Approved

3. Approval of the October 19, 2011 Graduate Curriculum Committee Minutes (Oct. 19 Agenda)
    a. Curriculum changes

        Action Items
        - Proposal of New Course: NURS 6958
        - Prerequisite Revision of Existing Courses: NURS 6959, 6960
        - Editorial Revision of Existing Courses: NURS 6959
        - Revision of Existing Degree: Master of Science in Nursing
        - Revision of POST MSN Certificate Program: Clinical Nurse Specialist
        - Revision of Existing Degree: Master of Arts in Education (MAEd)
        - Proposal of New Course: PTHE 8912
        - Revision of Existing Degree: Doctor of Physical Therapy
    Approved

    b. New Degree Programs

        Request for Authorization to Establish a New Degree Program: MS in Network Technology (Tijjani Mohammed)
        - MS in Network Technology is currently in the last phase of the approval process
        - MS in Network Technology is being created from the existing degree in Technology Systems (7 concentrations)

- Network Technology is a high need area and is projected to grow 53% over the next decade
- The resources currently in place to support the MS in Technology Systems will be used for the MS in Network Technology (shift existing resources to meet the needs of the new degree)
- Projecting to need a faculty position by Year 3 or may realign existing faculty course load (faculty teach both graduate and undergraduate courses)
- Courses will be offered both online and face to face, however students will be able to complete the entire degree online
- No concern the MS in Network Technology will reduce overall enrollment numbers because both areas are in high demand and will experience growth
- 180 students are currently enrolled in the MS in Technology Systems; the addition of the MS in Network Technology will split enrollment 100/80

Approved

Notification of Intent to Plan a New Baccalaureate or Master's Program: MS in Biomedical Engineering
- In the first phase of the approval process
- Proposing the first Master's degree in Engineering at ECU
- Enrollment will be phased in
- Degree will build from the undergraduate Biomedical Engineering concentration
- Students are currently working with other organizations on campus (School of Dental Medicine, College of Allied Health Sciences etc) on projects related to biomedical engineering
- MS in Biomedical Engineering would be complimentary to many other programs on campus (ECU is in a unique position to collaborate in many areas)
- There is a demonstrated need for this program
- Currently the only MS in Biomedical Engineering is a joint program between UNC-CH and NCSU that enrolls 15-20 students
- Requesting 10 assistantships (6 will be externally funded)
- Degree will require a thesis component
- Enrollment will be phased in
- Concern expressed by body that the suggested faculty teaching load is not feasible for faculty members conducting research
- Budgetary issues and concerns will be discussed more in depth in subsequent stages of the approval process

Approved

4. Graduate Catalog Revision--Intellectual property rules for graduate students

- This catalog revision being driven by the Bayh-Dole Act and SACS accreditation

- Faculty and staff piece are currently in place
- Currently working on a compliance mechanism for Graduate Students
  - Robin Armstrong (Director of Graduate Admissions) is working to build a SharePoint form for students to access when they are admitted
  - Students will enter their name, Banner ID, and indicate they have read the Act (agreement is recorded)
- If students do not agree to the intellectual property rules during their first semester of enrollment at ECU they will be prevented from enrolling in future terms (by having a hold on their recorded) until agreement is submitted
- The Graduate School is currently discussing the idea of expanding Orientation
  - Suggestion to have the intellectual property agreement as a module training available online

Approved

5. [Graduate Catalog Revision--Transfer credit for degree and certificate programs](#)

- Catalog revisions were precipitated so that the certificate transfer credit policy matched the transfer credit policy of degree programs
- Also, for the rare circumstances where individuals in one degree program, on the verge of termination, decide to switch to a different degree program and only transfer courses with good grades
  - Linked to the concept of change of program
  - Intent to eliminate exploitation of transfer courses
  - Currently exceptions for more than 20% transfer credit from another university is considered on a case by case basis
- Suggestion to develop a special clause instead of addressing this as a policy
- Motion to amend original motion
  - Amend to strike the last sentence marked in green ("No more than 20% of the credit hours in the new degree program may be satisfied by transfer of credit hours from the former program")
    - Approved
  - Amend policy by adding an exception clause to policy stating "Exceptions to these policies may be made with permission of the Program Director and Dean of the Graduate School" (to be added under Transfer Credits)
    - Approved

Approved as amended

6. Proposed mechanism for establishing term length for elected members of the Council

- Intent for terms to be staggered (1, 2, and 3 years)
- Will sort the Graduate Council roster by college and randomly designate individuals to serve one two or three years (important to maintain a balance among the Colleges)
- Colleges can adjust designations as necessary
- A graduate student will also serve on the Graduate Council

7. Discussion of the Graduate Council as a forum for elucidation of issues concerning graduate education

   - Suggestion to use this body as a means to discuss larger graduate education issues (e.g. policy, best-practices, strategies etc)
   - Consensus this is a good idea, but must be aware of time constraints

8. Discussion of [Appendix F](#)

   - Forums held last Thursday and Friday on east and west campus were not well attended
   - Terms 'Coordinators' and 'Directors' are used generically in Appendix F to not mistakenly exclude anyone
   - The Faculty Senate Committee on Committees (Catherine Rigsby) spoke to the revision of Appendix F, responding to a request for feedback, with a recommendation that the 4 members elected by the Faculty Senate to the Graduate Council be elected by discipline instead of by college, as it currently is written
   - Part I changes will be taken out of the Appendix F draft revisions (substantial changes were made regarding external members on thesis and dissertation committees)
     - Aim to settle governance issues before revising Part I

9. Discussion of action plans for increasing graduate enrollment

   - Dr. Gemperline stated the Graduate School would be reviewing data regarding retention rates to include in the action plan to increase graduate enrollment
   - Will discuss further at the next Graduate Council meeting

10. Adjourn

    5:20 PM

Respectfully submitted,

Amy E. Tripp