

**Graduate Council Committee Meeting Minutes**  
**Mendenhall Student Center 221**  
**March 4, 2013**  
**2:00-4:00 PM**

GC Members Present: Atkinson, Terry; Bickley-Green; Cynthia; Coddington, Charles; Eble, Michelle; Franklin, Richard; Gares, Paul ; Gemperline, Paul; Harer, John; Keiper, Brett; Mott, Vivian; Pokorny, Marie; Pressler, Jana; Preston, Ron; Rachlin, Sid; Reisch, John; Ries, Heather; Russoniello, Carmen; Skalko, Tom; Schwager, Paul; Thompson, Bob; Vogelsong, Hans; West, Terry; and Michael Wheeler

Voting Members Absent: Cox, Kathy; Lamson, Angela; McFadden, Cheryl; Ozan, Erol; Terjanian Anoush; and Blaise Williams

Ex-Officio Members Present: Griffin, Linner; Morehead, Andrew; Walker, Marianna; and Sprague, Mark.

Guests: Ashley, Robin; Decker, Jim; McConnell, Tom; Patterson, Belinda

1. Call meeting to order  
2:07 PM
2. Approval of the 2/11/2013 GC minutes  
Approved
3. Approval of the 2/6/2013 GCC minutes  
Action Items
  - Prerequisite revision of existing courses: TESL 6200, 6300, 6500
  - Revision of existing courses: SOCW 6101, 6701
  - Revision of existing certificate: Substance Abuse Certificate Program
  - 5000-level standard operating procedure
  - Proposal of new courses: ENGL 6065, 695, 6345, 6375, 7721
  - Revision of existing courses: ENGL 5150, 5280
  - Deletion of existing course(s): ENGL 5060, 5125, 5160, 5165, 5250, 5260, 5275, 5770, 7065
  - Revision of existing degree: MA in English
  - Revision of existing certificate: Certificate in Multicultural and Transnational Literatures
  - Proposal of new courses: 7620, 8300, 8600
  - Revision of existing courses: 7615, 865, 8630, 8780
  - Renumbering and revision of existing course: ENGL 8601
  - Banking of existing course: ENGL 8605
  - Title revision of existing degree: PhD in Technical and Professional Discourse
  - Revision of existing degree: PhD in Technical and Professional Discourse
  - Approved

4. For Discussion: Thesis and dissertation approvals

a. Faculty Manual

- Modification of proposed text of Faculty Manual: The Dean of the Graduate School- Functions and Jurisdiction, to include 'student' submitted by Dr. Bob Thompson

b. Graduate Catalog

Discussion:

- Dr. Andrew Morehead reported that he had researched Graduate School web sites of 7 of the major research universities in North Carolina and did not find any that had the authority to approve/disapprove theses or dissertations based on quality.
  - Only found graduate schools reviewing for formatting and grammar
  - Student and committee have entered contractual agreement about expectations for quality and quantity of work. If the committee has approved, then it is too late for an administrator to reject a thesis/dissertation at the end of the process when the student fulfilled the standards set by a committee
  - If there is a problem or concern with a thesis/dissertation the committee should be notified
- Terry West- The dean has the right to question quality. Question before the group is what the process should be when the quality is questioned.
  - The grounds/basis for disapproval and what constitutes quality should be established.
  - Approval of theses/dissertations should not be viewed as being the same as a grade issue. They are viewable through the library and represent the university on a broader scale
- Mark Sprague proposed that if the Dean sees a quality issue that the committee be called together first. If Dean and committee don't reach consensus, send manuscript to external reviewer for evaluation. Committee may choose to follow reviewer's suggestions or not. Report to Graduate Council so they are informed.
- Dr. Gemperline would like to pursue an informal resolution as the first option.
- The Graduate School would like a process built in on the front end so the likelihood of a rejected thesis/dissertation is very low. He proposed requiring an external member on committees either from outside the department or off-campus.
- Item tabled – Ad-hoc committee was formed (Dr. Terry West, Dr. Vivian Mott, Dr. Cynthia Bickley-Green, Dr. Jana Pressler, Dr. Carmen Russoniello, Dr. Andrew Morehead, and Dr. Richard Franklin) to study the entire process and bring back to the Graduate Council a recommendation for an expanded process from the beginning to the end, i.e. individual responsibilities of the committee, required forms, etc.)
- Suggestion made to hold a forum to obtain input from faculty.
- Send any comments/suggestions about this process to the Graduate Council Executive Committee

5. Report: Graduate Enrollment Trends and Recruiting Plans
- The Graduate School is monitoring trends of graduate enrollment and sent out a list of best-practices for recruiting to graduate program directors
    - Although overall enrollment numbers have been down, the total number of applications has increased in the last 2 years
  - Graduate program directors interested in utilizing the GRE recruitment and/or asynchronous interview tools to identify prospects should contact the Graduate School via email
  - Graduate program directors needing assistance with BIC reports contact Derrick Isler
6. Announcements
- a. Undergraduate GPA and +/- grading system
- The Graduate Council postponed discussion of implementing a +/- grading system for graduate students until one year had elapsed since the implementation of the new undergraduate grading system
  - Information disseminated showing the effects of the +/- grading system with the undergraduate population
  - Biggest changes in undergraduate GPAs occurred at the freshmen level; however, there were no significant changes that could be attributed to switching to the +/- grading system
- b. Monitoring graduate student athletes in independent study courses
- Memorandum sent from the Assoc. Provost, Dr. Austin Bunch, to all Deans regarding the monitoring of graduate student athletes in independent study courses
    - Athlete enrollment in graduate courses is rare
  - College of Education and the College of Human Performance have implemented processes to monitor independent study courses
  - Will be topic of discussion at upcoming Dean's meeting. Dr. Gemperline will report back to the Graduate Council.
- c. Update on Graduate Council action items
- All back-logged action item were approved by the Chancellor.
- d. Request to Implement Early Assurance Program for Occupational Therapy
- Approved
- e. Due to Research and Creative Achievement Week, the April Graduate Council meeting has been rescheduled for April 1<sup>st</sup>, 2013.

7. Meeting adjourned

3:22 PM

Respectfully submitted,  
Amy E. Tripp