

**Graduate Council Committee Meeting Minutes**  
**August 26, 2013**  
**2:00-4:00 PM**

Members Present: Atkinson, Terry; Benfield, Rebecca; Bickley-Green, Cynthia; Croskery, Thom; Decker, Jim; Donica, Denise; Eble, Michelle; Gares, Paul; Gemperline, Paul; Keiper, Brett; Lamson, Angela; McFadden, Cheryl; Morehead, Andrew; Mott, Vivian; Pokorny, Marie; Ozan, Erol; Preston, Ron; Reaves, Rita; Ries, Heather; Russoniello, Carmen; Schwager, Paul; Skalko, Thom; Thompson, Bob; Vogelsong, Hans and Terry West

Members Absent: Cox, Kathleen; Franklin, Richard; Harer, John; Reisch, John; Sprague, Mark; Terjanian, Anoush; Wheeler, Michael

Guests: Ashley, Robin; McConnell, Tom; Patterson, Belinda; White, David; Muller-Borer, Barbara; Griffith, ; Runyon, Tim; Serck, Steve

1. Call meeting to order  
2:09 PM
2. Introduction of new Graduate Professional Student Senate officers :  
Officers: Thom Croskery, President; Diana Wright, Vice President; Jason Franklin, Executive Assistant; Lalage Katunga, Treasurer
3. Introduction of New members: Rita Reaves (Academic Programs and Planning), Rebecca Benfield (Nursing ), Denise Donica (Occupational Therapy)
4. Approval of 4/01/2013 GC minutes  
Approved
5. Approval of the 4/17/2013 GCC minutes and the GCC Annual Report
  - Graduate Curriculum Committee is still seeking a member from the College of Allied Health Sciences
  - Will be examining graduate minors and their usage
    - Currently no procedures in place for minors
    - Discussion will center on their appropriateness
  - Elected not to change policy regarding 5000 level courses
    - Will modify standard operating procedure in light of the Faculty Senate's resolution
    - Noted lack of agreement on the interpretation of this ruling

Minutes Approved as Presented

6. Approval of the 8/21/2013 GCC minutes -- including proposal to establish MS in Biomedical Engineering

- 32 credit hours with thesis
- 8 new courses
- 4-6 students first year; 25 students by 5<sup>th</sup> year
- 10 faculty
- 2 graduate assistants funded by Graduate School with remaining assistantships to be funded through external support
- Will be collaborating with other programs in the state

Minutes Approved as Presented

7. Review of the calendar of meetings for the 2013/2014 academic year
  - Includes meetings of the Graduate Council Executive Committee, Graduate Council, and Graduate Curriculum Committee
  - Program planners are aware of time frame
8. Planning for the election of new Graduate Council Members
  - 9 members are being replaced and their respective colleges have been notified
  - Goal is to have all new members identified so they are present at the October 21<sup>st</sup> meeting for elections
  - Graduate Council Executive Committee chair of the Graduate Council are appointed on an annual basis
  - Graduate Council Executive Committee may discuss changing the time frame of elections so that members are elected before the first meeting
    - Graduate Program Directors often change in the fall so may want to keep time frame as is
    - Suggestion to change language regarding membership from program director or coordinator to the college's recommendation
  - Graduate Council Executive Committee will discuss the timing of elections and eligibility requirements at the next meeting and come back to the Graduate Council with a recommendation
9. Request for time extension: CRM PhD student – (Tim Runyon, Advisor)
  - Request for time extension and approval of 24 credit hours over 10 years old; case reviewed by the Graduate Council Executive Committee at May meeting
  - Student readmitted for fall 2010 but failed to register; last officially registered fall 2006;
  - Student has defended proposal ; has not passed comprehensive exams. ;
  - Tim Runyon, Advisor, spoke to student's dissertation research thus far and currency of course work.
  - Approved a motion to return this request to student's faculty advisor and committee, asking that they review student's research thus far and develop a detailed plan and timeline for completion of dissertation as well as detailed plans showing how currency is

to be demonstrated in all courses that will be more than 10 years old at the proposed time of graduation to bring back to the Graduate Council or GCEC

10. Affordable Care Act, employer mandate, and graduate assistantship

- Employers with 50 or more employees are more mandated to provide employer subsidized health insurance to all employees working 30 hours or more per week
- Dr. Gemperline will be communicating with the Associate Attorney regarding this mandate
  - Difficulty finding experts to interpret
- Mandate begins January 1, 2015 but with a look-back measurement period of up to a year previous to that date, so hours as of Jan. 2014 become very important
- Limiting number of hours as part of standard operating procedure
  - Normalize summer pay over 12 month period
- Human Resources and Matilda Pate are meeting to establish a system in Banner to protect institution and detect errors on the front end

11. Announcements

- Dr. Gemperline announced meeting with PhD program directors to discuss revisions to the catalog regarding candidacy
- Recommendation for candidacy to be considered as a formal milestone (define time frame and requirements for candidacy)
  - Reviewed model by NC State
  - 1 year extension for candidacy can be requested before time limit expires
  - Only grant 1 extension
  - Students notified of time limits and to request an extension before time is expired

Meeting adjourned

4:55 PM

Respectfully submitted,

Amy E. Tripp