



UNCG

The Graduate School

Graduate Studies Committee

GRADUATE STUDIES COMMITTEE MINUTES

Friday, August 25, 2017, 11:00 a.m. to 12:00 p.m.

2711 MHRA

In Attendance: Beth Bernhardt, Kelly Burke, Brian Cone, Jewell Cooper, Ruth DeHoog, Diane Gill, Lisa Henline, Glenn Hudak, Connie Jones, Janet Lilly, Angela Newman, Randall McMullen, Jodi Pettazzoni, Oliver Thomas, Jianjun Wei; Ian Draves, Lynn Wyrick and Kim Zinke

Absent with Notice: Greg Bell, Anthony Cuda, and Angela Newman

Guests: Michael Gaines, University Registrar's Office; Kristine Sunda, Office of the Provost; John Lucas, Elizabeth Cranford, and Sarah Carrigan, Members of the Integrative Futures Team

- I. Approval of Minutes from April 21, 2017**
Approved as read
- II. Report of the Chair – Diane Gill –**
Diane thanked members for agreeing to serve on the Graduate Studies Committee. Most agenda items will be posted in Box.
- III. Report of the Senate Representative –**
No Report.
- IV. Report of the Vice Provost for Graduate Education – Kelly Burke**
Dr. Burke thanked everyone for their patience with the process of committee selection. Ruth DeHoog will continue to chair the Policies Committee, Anthony Cuda will chair the Student Affairs Committee. A charge from the Provost is to look at all of the Graduate School policies and bring them up to date. Graduate enrollment is up this year. As of August 23 (drop date) we are at 3300 compared to 3164 last year. Kelly will tease out where we are growing and provide this after census. New funding is coming next year out of the Provost's Office. The summer Assistantship Program is now intact and state funded. There are new initiatives coming with the hopes that they will provide additional GA funding. Discussion concerning the drop for payment date, loss of students over the summer, and possible ways to retain students. The Provost will support summer assistantships.

V. Report of the Curriculum Subcommittee –Janet Lilly

Action Item – Request to Plan: Master of Science in Data Analytics
Motion to Approve (DeHoog, Thomas). Item Approved

Action Item – Request to Establish Master of Science in International Business (online)
Motion to Approve (Burke, McMullen). Item Approved

CSC Information Items (from August 23, 2017 meeting) submitted as attachment.
Report accepted and Approved.

VI. Report of the Policies & Procedures Subcommittee – Ruth DeHoog

No Report.

VII. Report of the Student Affairs Subcommittee – Anthony Cuda

Kelly advised there is no policy to give authority to the Directors of Graduate Studies to do work that they do. A policy on appointing Directors of Graduate Studies and giving them the authority to do what needs to be done with curriculum is posted in Box. A policy simplifying the appointment to graduate faculty status is also in Box. Kelly encourage members to review both policies.

VIII. New Business - Presentation by Kristine Sunda and Michael Gaines on ENGAGE Banner 9 Project.

The goal of the team's work is to have a three year dedication to the Banner 9 implementation. The team's current focus is on student data corrections, going back to 1983 (first electronic records) through present day catalogs and mapped these catalogs into Banner. Since the data in Banner does not currently reflect the catalog data, the team is configuring Banner to match the catalogs. Student data corrections will align student data and catalog information. The goal is to have a clean set of data to draw information.

Data standards will have a place for majors and concentrations. Current work is cleaning up majors and concentrations, clarity on instructional types. A new campus code has been created to define and designate online courses by campus code, not cross-listed sections.

Banner 9 features a self-service Advisor/Student Profile which integrates with Degree Works. The self-service features will streamline current processes. A new faculty grading module is also included in the Banner 9 upgrade. There will be a new look and feel to the way we currently use Banner. There are possible future UNCGenie revisions as well, a new portal experience for faculty and students. First phase is get the Banner data cleaned up to launch the new initiatives.

CourseLeaf is a new online catalog and curriculum management system. Phase one is

the online catalog. The goal is to have the 2018-2019 catalog and new software available late spring 2018 before new student orientation begins in June, the Graduate School will follow. There will only be one catalog which will include both Undergraduate and Graduate programs/courses.

Phase two is the Curriculum Inventory Management (CIM) system. The Banner 9 Team will work with the Office of Assessment and Accreditation, the University Registrar's Office and the Graduate School to develop forms, workflow process. The automation piece will help curriculum committees tremendously. Timeline for CIM is to begin mapping, form creations, workflow, etc. December 2017/January 2018, and go live in 2018 for the 2019-2020 year

The Graduate School will also begin using Degree Works, currently there is no timeline for this. Degree works is a degree audit tool which transforms degree requirements (from catalog) into an audit tool. Beginning this fall, the graduate requirements will be scribed into Degree Works. Taking individual student's plan of study and automates it, this is a time saving tool. With the integration of Degree Works and CIM, new requirements are automatically updated and notifications are sent. CIM integrates seamlessly with the next phase of the catalog and on the course side with Banner.

How can GSC and faculty help? Faculty are encourage to attend the Data Information Sessions (this fall through January 2018).

Banner clean-up will help with Degree Works. The Banner 9 team will be in contact with the Graduate School, faculty and department chairs as the process moves forward. There will be webinars for the information sessions.

Curriculum conversion relates to the conversion of the data in Banner that relates to curriculum. The Graduate School may be asking some departments about their plans of study.

IX. Adjournment – 11:52 AM

Attachment
Graduate Studies Committee
CURRICULUM SUBCOMMITTEE REPORT
 Wednesday, August 23, 2017

ROUTINE COURSE CHANGE REQUEST

School of Dance

1.	Course Number & Title:	DCE 531 Capoeira History and Practice
	Change/Revision:	Revise registration restriction (remove major restriction)
	Proposed Effective Date:	Fall 2018
	Motion:	Burke, Scott-Little
	Action:	Approved

Educational Leadership & Cultural Foundations

2.	Course Number & Title:	ELC 725 Community College Leadership Seminar
		ELC 726 Organizational Strategy in the Community College
		ELC 727 Community College Policy Seminar
		ELC 728 Community College Research Seminar
	Change/Revision:	Delete course(s) from the UNCG curriculum
	Proposed Effective Date:	Spring 2018
	Motion:	Burke, Hudak
	Action:	Approved

Marketing, Entrepreneurship, & Hospitality Tourism

3.	Course Number & Title:	ENT/BUS 606 International Entrepreneurship
	Change/Revision:	Change course title: Global Entrepreneurship Remove cross-list with BUS 606 Revise course description Add frequency of offering: once an academic year Delete BUS 606 from the UNCG Curriculum
	Proposed Effective Date:	Spring 2018
	Motion:	Wei, Hudak
	Action:	Approved Pending – Clarify Frequency of Offering (specific semester). Request a Consultation Form from Department of Management.

PROGRAM REVISION

Teacher Education and Higher Education

4.	Program:	Master of Education in Learning Sciences
	Change/Revision:	Add TED 699 and TED 801 to program of study. Establish a curricular procedure for Theses.
	Proposed Effective Date:	Retroactive to Fall 2017-2016
	Motion:	Burke, Hudak
	Action:	Approved with Revisions – <i>Retroactive Effective date Fall 2016; remove “cohort” from rationale; revise Professional Development Bulletin text</i>

REQUEST TO PLAN

The Graduate School

5.	Program:	Request to Plan Master of Science in Data Analytics on campus.
	Proposed Effective Date:	Fall 2018
	Motion:	Scott-Little, Hudak
	Action:	Approved

REQUEST TO ESTABLISH

Management

6.	Program:	Request to Establish Master of Science in International Business online.
	Proposed Effective Date:	Fall 2018
	Motion:	Watchravesringkan, Scott-Little
	Action:	Approved