

## **Minutes**

### **Graduate Studies Committee**

Jan. 30, 2015

The meeting of the Graduate Studies Committee was called to order by Dr. Ken Klase at 10:05 a.m. in 2711 MHRA.

Members Present: Nancy Callanan, Steve Cramer, Arthur Anastopoulos, Kathy Hytten, Ken Klase, Chris Kepley, Anthony Cuda, Elizabeth Warren and Stephen Holland.

### **APPROVAL OF MINUTES**

Upon motion duly made and seconded, the minutes from the Dec. 5 meeting were approved.

### **REPORT OF THE CHAIR – Kenneth Klase**

Dr. Klase reported on the Provost Task Force for Curricular Change, which is examining the curriculum process for the university as a whole. The faculty were surveyed on their perception of the curriculum process, and there was concern expressed by a majority of the respondents that they thought the process could be more effective and needed reform to make it less bureaucratic and time consuming. Much of the concern revolved around new course proposals, including the nature of the review at different levels, and the committee is looking at revising the Form A used for new courses. Concerns about the requirement for a syllabus were also discussed, as well as other content review including student learning objectives, and at what levels those reviews are appropriate.

### **REPORT OF THE SENATE REPRESENTATIVE – David Ayers**

The Faculty Senate had not met, but Dr. Ayers summarized communications from the senate. The UNC Faculty Senate will not vote on a resolution on the actions of the Board of Governors at their next meeting, including the decision to ask UNC System President Tom Ross to step down, instead distributing it at the next meeting as an information item. There was also discussion about the chancellor search, including the decision to have an extended closed search. The Faculty Senate asked for a resolution of a hybrid search, with the candidates announced when finalists were chosen. The Board of Trustees decided to allow a select group of campus representatives to learn the identity of the finalists, with those chosen signing a non-disclosure agreement.

### **REPORT OF THE DEAN – William Wiener**

Dr. Wiener informed members about a role-playing exercise on mentoring for faculty sponsored by the Graduate School, and a financial literacy session on planning a budget for students put on by the same group.

The graduate student exit survey required by UNC General Administration has been completed, and students have taken it on a pilot basis. The survey takes around 15 minutes. Future students will be required, but the Graduate Student is giving away a Kindle Fire as an incentive for current students to take the survey.

The dean reported on the progress toward moving toward the 9-credit full-time status. Because of concerns by the U.S. Department of Education, the university felt that the change had to be made. The Policies and Procedures Subcommittee will be presented with the final drafting of the new full-time policies.

The Graduate School is ahead in enrollment and encouraged departments to assess applications. The Graduate School will be recruiting aggressively internationally in the coming year, which will include translating the Graduate School website to Spanish, Arabic and Mandarin Chinese, making recruitment trips to Colombia, Brazil, China and Vietnam. The university is also looking on the best way to fund internal credential evaluations through a new position in International Programs.

The Graduate School has produced a new viewbook to aid recruitment efforts. The campaign will also include radio ads, new recruitment materials, a video campaign featuring Directors of Graduate Studies and Department Heads, ads in college newspapers and offering funding to help departments who wish to submit proposals for new recruitment strategies. The Graduate School also has funds to help bring in accepted students to visit the campus.

Three students who presented in the 3 Minute Thesis competition will present at the next Board of Trustees meeting.

#### **REPORT OF THE CURRICULUM SUBCOMMITTEE – Nancy Callanan**

A motion was made to approve the decisions of the Curriculum Subcommittee.

#### **ROUTINE CHANGES (Form D)**

##### **Approved**

1. **ATY 523: Applied Archaeology: Cultural Resource Management and Public Archaeology** - ~~Applied Archaeology: Cultural Resource Management and Public Archaeology~~ - Applying Archaeology in the Real World. Effective Fall 2015.
2. **ATY 524: Applied Anthropology** - ~~Applied Anthropology~~ - Applying Anthropology in the Real World. Effective Fall 2015.
3. **KIN 535: Exercise Science/Fitness Internship** – Delete course. Effective Fall 2015.
4. **MBA 731: Brand Management** – ~~Prerequisites: Permission of MBA Director.~~ Prerequisites: MBA student or permission of instructor. Effective Fall 2015.

5. **MBA 732: Consumer Behavior** - ~~Prerequisites: Permission of MBA Director.~~  
Prerequisites: MBA student or permission of instructor. Effective Fall 2015.
6. **MBA 744: Special Topics in Business Administration** – Change course credits from (1.5-3) to (1.5 or 3). Effective Fall 2015.
7. **PCS 602: Professional Seminar I: Practice** – Delete course. Effective Fall 2015.
8. **SWK 641 and SWK 648** - ~~SWK 641: Field Seminar III: Field seminar to be taken concurrently with SWK 640: Field Instruction III; assists student to integrate theory and classroom knowledge into their agency field practice. Includes capstone project. SWK Field Seminar IV: Field seminar to be taken concurrently with SWK 647 Field Instruction IV; assists students to integrate theory and classroom knowledge into their agency field practice. Includes capstone project.~~ SWK 641: Field Seminar III (1:1): Field seminar to be taken concurrently with SWK Field Instruction III; assists students to integrate theory and classroom knowledge into their agency field practice. SWK 648: Field Seminar IV (1:1): Field seminar to be taken concurrently with SWK 647 Field Instruction IV; assists students to integrate theory and classroom knowledge into their agency field practice. Effective Fall 2015.

**Approved with minor revision**

9. **ATY 526: Anthropological Perspectives on Food and Agriculture** – ~~Anthropological Perspectives on Food and Agriculture~~ Food and Culture in a Global Context. Effective Fall 2015.

**NEW/AMENDED COURSE PROPOSALS (Form A)**

**Approved**

1. **NUR 681L: Advanced Health Assessment and Diagnostic Reasoning Skills Lab** – Effective Fall 2015

**PROGRAM REVISION (FORM G)**

**Approved**

1. **ENG – PhD in English** – Effective Fall 2015
2. **KIN – Ed.D. in Kinesiology (Online)** – Effective Fall 2015

**FORM M: INITIATING OR RELEASING PROGRAM MORATORIUMS**

**Approved**

1. **CHE – MS in Biochemistry** – Effective from January 2015 to January 2017

**REPORT OF THE POLICIES AND PROCEDURES SUBCOMMITTEE** – Kenneth Klase

See New Business/Other

**REPORT OF THE STUDENT AFFAIRS SUBCOMMITTEE – Anthony Cuda**

No report given.

**NEW BUSINESS/OTHER**

Dr. Klase discussed Bulletin text changes required by the new Doctor of Nurse Practitioner degree, because of the nature of the practice degree and the nature of the capstone requirements and committee, including adjunct faculty members. The changes have been circulated among department heads and graduate studies directors. The changes will be discussed again at the next GSC meeting.

The GSC discussed increasing the window for program moratoriums from two years to four years, with a fifth year to address concerns from GA and SACSCOC. Dr. Klase agreed to communicate with the UCC director so that the two committees were in agreement about making changes to the policy.

Dr. Klase discussed doctoral residence requirements changes to the Bulletin, changing two full-time semester residence requirements to two consecutive semesters with six-hours of enrollment to count as residence. The change will also allow spring and fall semesters to be considered consecutive, since some departments do not offer enough summer courses.

Dr. Klase discussed changes to provisional admission standards to allow applicants who do not have a 3.0 GPA or appropriate exam scores to have other aspects of their application to be considered for provisional admission. Dr. Wiener said that data shows that student with 2.7 and above with strong scores or work experience have had consistent levels of success in graduate courses.

The Bulletin also will be changed to show that full-time status is now considered 9 credit hours a semester. There were changes necessary to allow students at the dissertation/capstone point to enroll at full-time status for three credit hours, repeated two times at masters and four times at doctoral levels.

Anthony Cuda also mentioned that the Student Affairs Subcommittee has had issues where problems with faculty syllabi were not consistent in using graduate grading scales. Faculty using undergraduate grading scales have caused difficulties in resolving issues with students coming before the committee. Nancy Callanan also mentioned that the grading scale issues are a consistent source of changes requested by the Curriculum Subcommittee.

**ADJOURNMENT**