

MINUTES

Graduate Studies Committee

February 24, 2012 meeting

The meeting of the Graduate Studies Committee was called to order by Dr. Nancy Hodges at 10:00 a.m. in 1607 MHRA.

Members Present: Jacob Babb, Bill Carroll, Tonya Doane, Vince Francisco, Nancy Hodges, Michael Kane, Ken Klase, Lynne Lewallen, Kelly Rowett-James, Ken Snowden, David Teachout. Also present: Mark Fine and Barbara Tookey.

Excused Absence: Laura Chesak, Todd Lewis, Paul Mazgaj, and Bill Wiener.

APPROVAL OF MINUTES

Upon motion duly made and seconded, the minutes from the January 27, 2012 meeting were approved as written (with one member abstaining from the vote).

REPORT OF THE CHAIR - Dr. Nancy Hodges

Dr. Hodges advised that elections for 2012-2013 GSC Chair and Curriculum Subcommittee Chair would be held during the March meeting. Dr. Hodges presented the recommendation of the Academic Programs Committee regarding evidence that the University's mission guides new program proposals and program revisions. Upon motion duly made and seconded, it was the unanimous decision of the committee that the University's vision and mission statement be included in UNCG's *Curriculum Guide*, and that the following wording be included on the signature sheet of the *UNCG Curricular Requests* form:

The requested action has been approved through UNCG's internal curricular processes. The academic program is found to be within the scope of the mission of The University of North Carolina at Greensboro.

REPORT OF THE DEAN - Dr. Bill Wiener

No report.

REPORT OF THE CURRICULUM SUBCOMMITTEE – Dr. Michael Kane and Dr. David Teachout

Recommendations of Curriculum Subcommittee approved unanimously with correction to Item 4 of Routine Changes (correction from MUE 606 to MUS 606, and include 601).

REPORT OF THE POLICIES AND PROCEDURES SUBCOMMITTEE – Dr. Ken Klase

Dr. Klase presented three proposed policy revisions for member review and approval. The first two deal with the appeals procedures and process, and the third to leaves of absence.

1. **Appeals Procedure: Grades and Regulations.** Discussion held on appeals process and the reduced period of time in which an appeal could be initiated.
2. **Appeals Process.** Discussion held on whether the review process had included University Counsel, and the Dean's involvement during the process.
Following a motion duly made and seconded, the Committee voted unanimously to table action on the both proposed revisions until the April meeting in order to receive input from Dean Wiener.
3. **Leaves of Absence.** Discussion held on whether or not there should be a limit as to the number of times a student could request a leave of absence, and the flexibility and discretion the proposed policy would provide given the diverse circumstances under which a student may apply. Following a motion duly made and seconded, the Committee unanimously approved the revised Leaves of Absence policy.

REPORT OF THE STUDENT AFFAIRS SUBCOMMITTEE – DR. SNOWDEN

Dr. Snowden presented Requests for Discontinuation (Form K) for the following programs:

- a) PBC in Geographical Information Sciences
- b) PBC in Museum Studies
- c) PBC in NC Teach Alternative Licensure

- d) PMC in Gerontological Counseling
- e) PMC in Financial Analysis
- f) PMC in International Business
- g) PMC in Management.

Following a second of the Subcommittee's motion, the Committee unanimously approved discontinuing the certificate programs.

REPORT OF THE SENATE REPRESENTATIVE – DR. ARRINGTON

No report.

ADJOURNMENT

With no further business, the meeting adjourned.