

## MINUTES

### **Graduate Studies Committee**

September 14, 2012 meeting

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

Members Present: Greg Bell, Laura Chesak, Steven Cramer, Tony Cuda, Emily Pepper, Vince Francisco, Nancy Hodges, Michael Kane, Chris Kepley, Ken Klase, Lynne Lewallen, Randy McMullen, Jodi Pettazzoni, Torry Reynolds, Kelly Rowett-James, Ken Snowden, David Teachout, Susan Walcott, and William Wiener. Also present: Barbara Tookey.

Excused Absence: Mark Fine.

### **APPROVAL OF MINUTES**

Upon motion duly made and seconded, the minutes from the April 20, 2012 meeting were approved with adjustments.

### **REPORT OF THE CHAIR - Dr. David Teachout**

No report.

### **REPORT OF THE DEAN - Dr. Bill Wiener**

Dean Bill Wiener indicated we have an overall graduate enrollment decrease of 3%. This includes a 5% increase in doctoral programs and 7% decrease in master's programs. There are several ways The Graduate School is attempting to increase enrollment. Since the Visions program often provides an introduction to the graduate studies, one way is to advertise the Visions program on Cable News Channel 14. Other communication efforts have been incorporated such as a blog, Facebook, Twitter, and LinkedIn. The university has also formed an enrollment planning committee to see how we can increase enrollment in the future.

The Bryan School of Business has agreed to set aside 25% of its differential tuition that comes in and distribute the money to students in need through a method similar to a work-study program. This allows students to gain experience through the school and gain funding as a result of their work.

Dean Wiener then discussed the strategic plan that resulted through surveys distributed and information collected in the surveys. Next steps will be to prioritize the items and come up with a time table. One of the items put together was a Preparing Future Leaders with a Preparing Future Professionals track and Preparing Future Faculty track. The Graduate Schools has contracted with Iwebfolio, who will put electronic portfolios together for students so that they have something to hand future employers. He would like for this program to be placed on the participant's transcript.

Academic Analytics is a company that combs through databases with information on faculty members nationwide. Each department can select ten peers, ones considered true competitors from other institutions, and select characteristics to compare with those peers. The kickoff event is November 14, with the Dean's Council being involved. Department Chairs will take part later in the day to provide useful information to the departments.

Dean Wiener then discussed the Research Development Program that provides training on how to write grants. This program includes nine students and one faculty member. Towards the end of the academic year, The Graduate School will hold a large seminar on how to run a mock review of grants to provide feedback for the students.

CAGE has 12 individuals in the program. They are there to help the Graduate School raise funds and to contribute to some program activities. Recruiting for a new Director of Development for CAGE will take place shortly. There also will be a change in the way we raise funds. This year we will have access to those who have

both undergraduate and graduate degrees from UNCG. Calls and letters to those individuals will represent both undergraduate and graduate areas.

Student exit surveys were discussed. We are looking at surveys from other institutions and within our own to find the best survey questions. We will put those together into a survey for every graduate student in order to learn where we can make improvements. The information we glean from the surveys will be passed on to each department so the departments know where to make improvements.

Dean Wiener discussed First Fridays. This is a joint effort with the GSA. The Deans of the Graduate School and officers of GSA gather to talk. The first one was pretty successful and was held in 500 Forest. This location will now become the Graduate Welcome Center.

As part of The Graduate School's communication efforts, we have changed the name and repurposed our magazine. It is now called *Horizons* and will contain short articles with links to fuller articles. This will help us keep up with the times and help in recruitment activities.

#### **REPORT OF THE CURRICULUM SUBCOMMITTEE – Dr. Vince Francisco**

**The following were approved:**

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

**The following were approved:**

1. **BIO 552: Metamorphosis** – Pr. ~~BIO 355 and one 400 level course in Biology~~ Pr. **Three from BIO 301, 322, 341, 355, 370, or 392 or permission of instructor** – Effective Spring 2013
2. **MUP 553: Performance Studies** – ~~(1-6)~~ **(1-2)** Performance Studies instruction on ~~principal~~ **secondary** instrument, voice, composition, or conducting. – Effective Spring 2013
3. **MUP 653: Performance Studies** – ~~(1-6)~~ **(1-2)** Performance studies instruction on ~~principal~~ **secondary** instrument, voice, composition, or conducting. – Effective Spring 2013

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

**The following were approved with minor revisions:**

1. **KIN 601: Applying Research to Professional Practice** – Spring 2013
2. **LIS 600: Information Literacy** – Effective Spring 2013
3. **LIS 650: Leadership and Management in Information Organizations** – Effective Spring 2013
4. **TED/SES/ELC 770 (previously tabled as 751): Community Engaged Research and Practice** – Effective Spring 2013

#### **PROGRAM REVISIONS (Form G)**

**The following were approved:**

1. **Accounting** – Master of Science. Change accounting courses: ~~21 hours~~ **21 to 24 hours** and electives ~~9 hours~~ **6 to 9**. Effective Fall 2012
2. **Romance Languages** – PBC in Advanced Spanish Language and Hispanic Cultural Studies. Add ROM 519: Second Language Acquisition as one of the options to the Selection of Courses section of the certificate. Effective Fall 2012

## **CERTIFICATE/LICENSURE PROGRAM (Form J)**

The following was approved:

- a. **PBC in Leadership in Early Care and Education** – Effective November 2011 (?)

## **REQUEST FOR AUTHORIZATION TO ESTABLISH A NEW DEGREE PROGRAM (APPENDIX C)**

The following was approved:

- a. **Doctor of Nursing Practice** – Effective Fall 2015

## **REQUEST FOR AUTHORIZATION TO ESTABLISH A NEW DISTANCE EDUCATION DEGREE PROGRAM OR SITE (APPENDIX G)**

The following was approved:

- a. **Doctor of Nursing Practice** – Effective Fall 2015

## **REQUEST FOR TITLE CHANGE OR CIP CODE OF AN EXISTING DEGREE PROGRAM (Form L)**

The following were approved:

- a. **MFA in Drama (Film and Video Production concentration)**
  - a. Change CIP code from 50.0501 to 50.0602
  - b. Change title to MFA in Media Production

## **INFORMATION ITEMS**

- On April 23, 2012, The Graduate School was notified that the Department of Information Systems & Operations Management (ISM) will be, effective Fall 2012, the Department of Information Systems and Supply Chain Management (IMS).
- On April 24, 2012, Provost Perrin approved the creation of two new departments within the Bryan School of Business and Economics. The Department of Management incorporates Human Resources, International Business, Organizational Behavior, Strategy, and the service area of Business Law. The Department of Marketing, Entrepreneurship, Hospitality and Tourism will incorporate Marketing, Entrepreneurship, the Hospitality and Tourism Management Program, and the service area of Business Communications.
- On April 25, 2012, the authorization letter from UNC General Administration was received for establishing the online version of the EdS in Educational Leadership (Summer 2012) and the MS in Consumer Apparel, and Retail Studies (Fall 2012). This completes the external reporting activities for these two programs. SACSCOC has already accepted UNCG's notification of the EdS, and the MS in CRS does not require SACSCOC notification since it is not a significant departure from what UNCG is already approved to offer online.
- On May 9, 2012, the authorization discontinuation acceptance letter from SACSCOC was received for:
  - PBC in Museum Studies
  - PBC in Geographic Information Sciences
  - PMC in Financial Analysis
  - PMC in Gerontological Counseling

- **PMC in International Business**
  - **PMC in Management**
  - **PBC for NC TEACH Alternative Licensure**
- **On July 9, 2012, UNC General Administration approved the request to change the title of Master of Education (MEd) degree program in Curriculum and Instruction (CIP #13.0301) to Master of Education (MEd) degree program in Teacher Education.**
  - **On July 17, 2012, The Graduate School was notified that Conflict and Peace Studies have been moved out of DCL to the School of Health & Human Sciences effective Summer 2012.**
  - **On August 1, 2012, SACSCOC received notification that UNCG has established a four-year program for individuals with intellectual disabilities entitled Beyond Academics.**
  - **On August 1, 2012, UNC General Administration approved UNCG to establish a distance learning program in Master of Library and Information Studies. This completes the external reporting activities as this does not require SACSCOC notification due to not being a significantly different program from what UNCG has already been approved to offer.**
  - **On August 31, 2012, UNC General Administration approved Interior Architecture's request to plan a Master of Fine Arts degree program and has been given permission to complete the Authorization to Establish documents and submit to GA before the end of December 2012.**

#### **Report of the Policies and Procedures Subcommittee – Dr. Klase**

- a. **Changes to the Faculty Senate Charge for GSC**  
Dr. Klase reviewed the changes for GSC. Discussion took place regarding the possibility of members from both groups to contextualize the changes and discuss the purpose. There was a motion to create a subcommittee to review changes in conjunction with Faculty Senate. Motion was approved.
- b. **Minor revisions to the previously approved Appeals Process**  
Revisions to the Appeal of Regulations process were presented. There was a need to clarify some of the wording in the Conduct of Hearing section. Motion was made to make the changes. Motion passed.
- c. **Revision to the Appointment to Graduate Faculty**  
The final item was the proposal that adds additional clarification on Adjunct Graduate Faculty that clarifies the definition of advanced degree and appropriate credentials. Discussion took place regarding the nature of the changes and possible additions to the policy changes.

#### **Report of the Student Affairs Subcommittee – Dr. Snowden**

#### **REQUEST FOR DISCONTINUATION/MORATORIUM OF A PROGRAM (FORM K)**

**The following were approved:**

- a. **MA in Applied Economics, Financial Economics concentration – Discontinuation Effective Fall 2012**
- b. **MEd in Kinesiology – Discontinuation Effective Fall 2012**
- c. **EdD in Kinesiology – Moratorium Effective Fall 2012-Fall 2013**

#### **Report of the Senate Representative – Dr. Bell**

No report.

#### **New Business/Other**

#### **Adjournment**