

*Graduate Council*  
**GRADUATE COUNCIL**  
**MINUTES**

Friday, November 15, 2024 • 11:00 a.m. to 12:30 p.m.  
Faculty Center

**Members of the Graduate Council Present:**

Dennis LaJeunesse, Chair	Salih Rakap
Ben Dyson	Gwen Schug
Diane Gill	Wanda Williams
Lakshmi Iyer	Melody Patterson Zoch
Marianne LeGreco	Terry Chavis
Vladislav Maksimov	Yolanda Ikazoboh
Christian Moraru	

**Members of the Graduate Council Absent:**

Brad Johnson	Aileen Reid
Robert Wells	

**Ex Officio & Non-Voting Members Present:**

Jodi Pettazzoni	Office of Assessment, Accreditation, and Academic Program Planning
-----------------	---

**Ex Officio & Non-Voting Members Absent:**

Greg Bell	Graduate School
Lisa Henline	University Registrar's Office

<u>Time</u>	<u>Agenda Item</u>
11:00 a.m.	<b>I. Approval of Minutes from October 18, 2024</b>  Motion to approve October 18, 2024 minutes (Chavis, Iyer). Minutes approved.
11:03	<b>II. Report of the Chair—Dennis LaJeunesse</b>  Chair LaJeunesse reminded the Council that curriculum proposals for 2025-2026 must be at the University curriculum committee step by December 2, 2024. He stated that the Council has a full agenda and that he wanted to leave time for all agenda items.
11:13	<b>III. Vice Chancellor for Research and Engagement— Sherine Obare</b>  Vice Chancellor Obare was joined by Melissa Skillings, who became the director of the Office of Research Compliance & Integrity on June 1. Director Skillings provided a presentation that covered conflicts of interest, human subjects research, and updates on acceptable methods for recording interview for research

- Conflict of Interest
  - UNC System has an updated conflict of interest policy
  - Annual reviews are required
    - Due 12/15/2024
  - Notice of intent is required for external professional activities
    - Dean and department chair approval required
    - Considered external if not part of university duties
    - Includes both paid and unpaid work
  - Conflict of Interest Committee is being reinstated
    - Faculty volunteers needed
  - Post Approval Monitoring
    - Emails have already been sent to those selected
- Human Subjects Research
  - Challenges
    - Staff were lost 2020-2023
    - Contracted services were implemented in 2022 through HRP (now concluded)
    - Delays in protocol reviews
    - Increase in number of protocols submitted
    - Difficulty filling positions
  - Currently building IRB board
    - Restructuring process to have more reviewers
    - Working with departments to improve submission documents to meet compliance requirements
  - Standardized Timeline Goals
    - 1-2 weeks Exempt
    - 2-4 weeks Expedited
    - 4-8 weeks Full Board

*\*In order for these timelines to apply, researchers must be actively responding to emails/requests from the office.*

- Non-Human Subject Research (NHSR) Determination
  - Process for NHSR determination has been developed and is available
    - Does not provide an IRB letter

- Acceptable Recording Devices for Collecting Research Data
  - Preferred Method
    - UNCG Approved Devices
      - UNCG owned and managed device (laptop, tablet, phone, etc.)
      - UNCG approved recording devices available for temporary check-out
  - Alternative Method
    - Use of personal devices
      - To be used only when the researcher has no other choice than to use a non-UNCG device
      - The security safeguards must be verified by the researcher
      - Data should be held on the personal device only for the time necessary to be promptly moved to a secure university location and then deleted from the device immediately after transfer
    - Other solutions such as a virtual desktop are under development

In response to questions, Director Skillings indicated that reviews take place based on submission date but that exceptions can be requested if there is an issue such as a student trying to graduate.

Chair LaJeunesse encouraged the Council to share this information with their departments and units. He also recommended that student workshops be held, perhaps to coincide with when students achieve candidacy.

11:28      **IV. Report of the Graduate Student Association – Terry Chavis**

Terry reported that 58 funding applications were received (47 for professional development and 11 for research/capstone). The GSA's goal is to have the professional development applications reviewed by Friday and the research/capstone applications reviewed by the next Monday and email students the next week. GSA plans to fund all applications even if they are only able to award partial funding. GSA will offer funding again around Spring Break.

The Tuition & Fees Committee approved the 3% increase in tuition for non-resident students and the request has now been sent to the Chancellor. The graduate student representatives voted against the tuition increase but were in support of a fee increase to account for salary increases.

The Thanksgiving Graduate Student Reception will be held in EUC Dail on 11/25, 12:30-3:30 pm. The Winter Break Self-Care Kit event will be held in EUC Willow on 12/5, 11 am – 2 pm.

The Graduate Student Bill of Rights has been finalized, and GSA is seeking faculty reviewers. Gwen Schug and Dennis LaJeunesse volunteered.

11:38      **V.      Report of the Graduate Curriculum Committee**

- *GCC Information Items (from October 25, 2024 meeting)*

Chair LaJeunesse reported that 5 curriculum proposals were approved at the October 25, 2024 meeting. The GCC continues to use electronic review when needed between meetings.

11:48      **VI.      Report of the Policies & Procedures Committee**

- *Accelerated master's programs revision*

Chair LaJeunesse reported that a Dual Undergraduate-Graduate Registration policy is proposed to replace the current Accelerated Master's Program (AMP) policy. The new policy would be less rigid than the AMP policy and would still allow courses to double count if approved separately. The graduate courses would count toward the undergraduate program and may count toward the graduate program if the student is admitted. Graduate programs can admit a student with an undergraduate GPA below 3.5 if the student has an exceptionally strong record (as determined by the graduate program).

Council members expressed concerns regarding AMPs going away and were assured that programs would still be able to recruit students using AMPs. Departments would have to maintain their own records for courses to use in the new policy as opposed to the current structured curricula in the AMPs. Council members discussed logistics such as registration forms, instructor permission, and admission in Slate. Council members indicated they would like to discuss the matter with their departments and units and follow up in a future meeting.

11:58      **VII.      Report of the Student Appeals Committee—No report**

12:00 pm      **VIII.      Report of the Faculty Senate Executive Committee – Dennis LaJeunesse**

Chair LaJeunesse reported that Faculty Senate forums will be held in the spring semester and that topics may include shared governance. He stated that per the Provost that UNC Systems may experience a 3% budget cut related to hurricane damage in Western North Carolina.

12:30      **IX.      Adjournment**

