

GRADUATE COUNCIL
Minutes
Thursday, September 17, 2015
3:30 pm, DePaolo Hall Conference Room

Council members attending: Drs. Almeida, Boomershine, Ciner, Fain, Feng, Imperial, Janicki, Pilgrim, Schlichting and Sweeney. Also attending: Wanda Underwood and Nancy Holland. Dean Vetter presided.

I. Approval of minutes of April 23, 2015 minutes, approved

II. Announcements

Welcome to Newly Elected Graduate Council: Mark Imperial, Public & International Affairs, (Division III); RuthAnne Kuiper, Mohnaz Moallem and Meghan Sweeney were re-elected for another three year term.

Graduate Faculty Update: The following faculty have been approved since the last Graduate Council meeting.

Cameron School of Business

Accounting & Business Law – Thomas Downen, three year appointment, Zhan Furner, three year appointment, Victoria Hansen, three year appointment, David Jessen, special three year appointment, William Kerler, five year appointment

Economics & Finance – Joe Farinella, five year appointment, Kevin Sigler – five year appointment

Information Systems & Operations Management – Jeffrey Cummings, five year appointment, Stephen Hill, three year appointment

Marketing – Lisa Scribner, five year appointment, Fredrika Spencer, five year appointment

Management – Martha Andrews, administrative appointment, Tammy Hunt, five year appointment, Doug Miller, special three year appointment

Research Faculty

Center for Marine Science – Md Shah Alam, five year appointment, D. Wilson Freshwater, five year appointment, Spencer Rogers- three year appointment, Wade Watanabe, five year appointment, Robert Whitehead, five year appointment

College of Arts & Sciences

Biology & Marine Biology – Richard Connon, special three year appointment, Steve Kinsey, five year appointment, William Smith, special three year appointment, Alison Taylor, five year appointment

Chemistry & Biochemistry – Antje Almeida, five year appointment, Paulo Almeida, five year

appointment, B. Gene Avery, five year appointment, Thomas Coombs, three year appointment, S. Bart Jones, five year appointment, Kelli Phillips special three year appointment, Fumin Li, special

three year appointment and James Mahood, special three year appointment, Stephen Skrabal, five year appointment, Joan Willey, five year appointment

Communication Studies – Vernon Cronen, special three year appointment

Computer Science –

Creative Writing – Beth Staples, special three year appointment

English - Kimberly Hemingway, special three year appointment

Film Studies – Chip Hackler, three year appointment

Geography & Geology – Al Ning Loh, three year appointment

History – David LaVere, five year appointment

International Studies & History - Bei Gao, three year appointment

Mathematics & Statistics – Cuixian Chen, three year appointment, Yishi Wang, five year appointment

Philosophy & Religion – Herb Berg, five year appointment, Jenny Yates, five year appointment

Public & International Affairs – Jennifer Horan, five year appointment, Chardon Murray, special three year appointment

Physics and Physical Oceanography –

Psychology – M. Graciela Espinosa-Hernandez, five year appointment, Mark Galizio, five year appointment, Rachel Kohman, five year appointment, Kate Nooner – five year appointment

Sociology & Criminology – Roderick Jones, three year appointment, Donna King, five year appointment, Michael Maume, administrative appointment

World Languages & Cultures – Maria Cami-Vela, five year appointment, Brian Chandler, five year appointment

College of Health & Human Services

School of Health & Applied Human Sciences – Elizabeth Fugate-Whitlock, five year appointment

School of Nursing – Nancy Ahern, three year appointment

School of Social Work – Robert Blundo, five year appointment, Peter Nguyen, three year appointment, Karen Sandell, five year appointment

Watson College of Education

Early Childhood, Elementary, Middle, Literacy and Special Education – Lisa Brown Buchanan, five year appointment, Jeremy Hilburn, five year appointment, Konstantine Kyriacopoulos, five year appointment, Ann Potts, five year appointment, Kathleen Schlichting, five year appointment, Brad Walker, five year appointment

Educational Leadership – Susan Catapano, five year appointment, W. Toby Holmes, three year appointment

Instructional Technology Foundations and Secondary Education – Edward Caropreso, five year appointment, Denise Ousley-Exum, five year appointment, Charles Lynn, five year appointment, Salena Rabidoux, special three year appointment, Janet Robertson, five year appointment

Internship Agency Approvals: The following internship agencies have been approved.

- QENO, Wilmington, NC
- Diet Direct, Inc., Wilmington, NC
- Step Up for Soldiers, Carolina Beach, NC
- Catlin Engineers & Scientist, Wilmington, NC
- Holland Consulting Planners, Wilmington, NC
- UNCW Professional Writing Lab, Wilmington, NC
- Wake Forest Baptist Medical Center, Winston-Salem, NC
- Women’s Studies & Resource Center, UNCW, Wilmington, NC

Dean Vetter approved 28 new courses to replace GRC-600, continuous enrollment, by major.

Appendix A for Applied Data Analytics was submitted and approved by UNC-GA

Title change for Doctorate of Education in Educational Leadership & Administration changed to Doctorate of Education in Education Leadership was approved by UNC-GA

III. New Business

Program & Curriculum Committee

- A. BA/MA in Spanish revision (catalogue verbiage only) in WebNow, <https://itsinweb01.uncw.edu/webnow/>, approved

Policy & Planning Committee

Committee charged with updating the following in order over the next year:

- A. Update Graduate Council Bylaws , <http://www.uncw.edu/gradschool/council/bylaws.html>
- B. Catalogue update & revision
- C. Update program review guidelines,

D. Update Graduate School thesis and dissertation committee eligibility requirements

Graduate Faculty Committee

Committee charged with updating the following in order over the next year:

A. Update University graduate faculty criteria, paragraph 3, to include/clarify chairs, directors and graduate coordinators

University Criteria

All full-time faculty members holding academic rank of professor, associate professor or assistant professor, who meet the criteria established by the UNCW Graduate Council (hereafter called Graduate Council) shall be eligible for membership in the Graduate Faculty. Appropriate exceptions may be approved from time to time, including persons holding the status of adjunct professor.

Persons employed for the first time at UNCW as tenure track faculty, adjunct, or visiting faculty may be granted membership on the Graduate Faculty at the discretion of the graduate dean for an initial appointment not to exceed three years.

Faculty with full-time administrative appointments that include the administration of graduate programs shall be members of the Graduate Faculty in recognition of those duties and responsibilities. Whenever such administrative appointments are concluded, such persons shall be granted a five-year extension of membership, after which each shall be evaluated using the prevailing criteria in the normal five-year cycle, as described in Section 2.

B. Update coordinator manual

C. Update Teaching Assistantship manual

<http://www.uncw.edu/gradschool/graduateassistants/guidelines/manual.pdf>

D. Update Thesis/dissertation guide, <http://www.uncw.edu/gradschool/thesis/guide.html>

IV. Old Business

V. Other

Mark Imperial presented an update on the Joint PhD program in Integrative Coastal and Marine Science with ECU

Council discussed department reporting end of term processing (Fs/Us, 3 C's, etc.) to Graduate School versus Graduate School reporting to departments

Discussed repeat policy and maximum # of hours a student can register/receive for a course

Re-applying/applying to UNCW after dismissal

When can a student re-apply to the graduate program they were dismissed from?

For instance, a student is dismissed from the English department due to a grade of F received in the fall 2015 term. Should the student be out the following two terms after the dismissal term and allowed to re-apply the third term after the dismissal

term. If yes, the student would be dismissed for the fall 2015 term, out the following spring 2016 term and summer 2016 term and would be allowed to re-apply for the fall 2016 term.

OR, should the student be out the following semester after the dismissal term? Using the same example above, if this option was chosen the student would be dismissed in the fall 2015 term, out the following spring 2016 term and allowed to reapply for the summer 2016 term.

When can a student apply to another graduate program, not the program they were dismissed from?

The English student received a grade of F for the fall 2015 term and is dismissed from the English program. The student wants to apply to the EVS program. Should the student be allowed to apply to the EVS department when he/she wants to or should there be time constraints? Should this scenario have the same time constraints as the scenario listed above?

Discussed the Maximum # of hours a student can register for in the summer term

Registration

No minimum number of hours is required for official registration; however, specified maximum course loads must not be exceeded. Students in graduate programs are permitted to register for no more than 15 hours in any one semester. Course loads for students who have service appointments will be determined on an individual basis. A student enrolled in the summer may not register for, and will not receive credit for, more than six hours a term.

VI. Adjournment, 5:00 pm