

GRADUATE COUNCIL  
August 28, 2018 11:00am Thurmond 208

*Minutes*

Voting members present: Tracy Griggs (Chair), Kelly Richardson, Don Rogers, Tyrone Ceaser, Eric Birgbauer, Mary Slade, Hope Johnson, and Anna Romanova. Non-voting members present: Deidre Comstock, Jordyne Dugger, Lisa Harris, Megan Shramm-Possinger, April Hershey, Keith Benson, Catina Vinson, Gina Jones, Wanda Ebright, Mike Lipscomb, Tim Druke, and Jack DeRochi.

- I. Announcements: Graduate Faculty Assembly (GFA) needs a Parliamentarian for the coming year. Please send names of any interested graduate faculty to Lisa Harris for consideration.
- II. Welcome and introductions: Quorum was established based on voting members present. Introduced new members; Hope Johnson, Anna Romanova, Tyrone Ceaser and Mary Slade as well as the student representatives, Jordyne Dugger and Deidre Comstock.
- III. Orientation: Tracy Griggs provided a brief outline of the responsibilities of Graduate Council in regards to graduate education. This body deals with curriculum action, petitions, policy reviews and changes, and graduate faculty membership requests. Graduate Council submits a report to GFA before each full assembly meeting.
- IV. Approval of minutes April 24, 2018. See the link below for minutes:  
<https://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/Administrative/GCMinutesApr242018.pdf> - Approved.
- V. Report from the Graduate Dean, Jack DeRochi: Encourages all members to speak up in department and college meetings about the goings on of Graduate Council as graduate faculty are all ambassadors of graduate education on campus. Fall 2018 Enrollment – final official numbers will be available at the next meeting as those will be reported to the state on October 1. Total graduate enrollment is up for the first time in 4 terms. Last year on this day, we were at 696. This year we are at 711 so our final total will be a little higher as the non-degree students are still added to the system. While not a huge revenue number, they are part of the official headcount. There are 76 graduate students in online graduate programs this fall. The original projection for the online programs was 80, but that included two different tracks of the online social work degree. With the departure of the social work chair and graduate program director, we needed to delay the advanced standing roll-out until spring 2019 so that we could get the new Social Work chair on board. Our land based programs are down 50 students so we got in to the online game in the nick of time. The MBA has a lot of competition with the Charlotte market and other online MBA programs available. Wiley and Sons has been a great partnership and we have learned a lot from them.

## VI. Old Business

- a. Brief Update on GC priorities 2017-2018:
  1. Review of the petition process; Attempt to move process online – The form will be online, but only as a PDF document. It cannot yet go into Qualtrics completely due to the approval queue formatting.
    - a. Review recent changes to the paper petition forms: The transmittal form allows graduate council to document any limitations that it would like to place on the students as part of the petition approval. All forms were approved via voice vote. April verified that the new approved form and policy will be posted before next Graduate Council meeting. [https://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/PETITION\(1\)\(1\).PDF](https://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/PETITION(1)(1).PDF). The transmittal form will be used by the Records and Registration office as well.
  2. Graduate level requirements for 500-level courses: Megan Shramm-Possinger gave an update on the work done thus far with the University Graduate Assessment Committee (UGAC) on establishing a policy draft on 500-level course rigor and how to best document it for SACSCOC purposes. This work will continue into this next year and will be presented to Graduate Faculty Assembly.
  3. Graduate Faculty applications move online to Digital Measures – The University is no longer using Digital Measures for faculty annual reports so this is now tabled until a new system is firmly established. The application remains the same for now.
  4. Clarification of graduate faculty roles, responsibilities, and benefits

## VII. New Business

- a. Elect a Vice-Chair: Eric Birgbauer was elected by acclamation.
- b. Establish Graduate Council priorities for AY 2018-2019
  1. Petitions Process Improvement: This process is almost finalized and the committee will review the usefulness of the new forms after they have been submitted a few times. April will continue to investigate if the process can be put online completely but with current available programs it is not yet possible.
  2. Increase rigor in 500-level courses: Will continue work with UGAC to finalize policy and then move on to a policy set by Graduate Council on syllabi.
  3. Clarification of graduate faculty roles, responsibilities, and benefits – Need to create a culture of what it means to be on graduate faculty so that it is mutually beneficial for the faculty as well as the institution.
  4. Other priorities? No other new priorities were proposed for this academic year.
- c. Graduate Dean's Council recommends Graduate Council approval of revision to current institutional policy regarding provisional admission at the graduate level so that students *may* now receive a B- in their first 12 hours so long as their cumulative GPA is 3.0 or higher. Don Rogers asked for clarification of what roll the plus/minus policy may play in this policy. Jack DeRochi explained that should any changes to the plus/minus policy occur going forward then this policy would require further editing. Keith Benson also asked that the last sentence in the catalog under "Full admission" be updated to include the B- statement. This policy was approved by Graduate Council with revisions. See attached for final copy.

- VIII. Curriculum action (2 curriculum changes and 1 program change pending)
- a. Please log in and review these prior to the meeting:  
<https://www2.winthrop.edu/courseaction/>  
Program changes requiring a vote:
    1. MBA program to drop a 1.5 hour course MGMT 681 (*Business and Society*) and change QMTH 680 (*Business Statistics*) from 1.5 hours to 3 hours to give MBA students more analytical coursework. – Approved.Curriculum changes NOT requiring a vote:
    1. Modify MGMT684 *Strategic and International Issues in Management*
      - a. New pre-requisites (Finance 680, MGMT 681), and Removal of pre-requisite (Acct 680). Please note, if we approve this, we will have to further modify this action by removing MGMT 681 since MGMT 681 is to be dropped from the curriculum and catalog (see above).Curriculum changes requiring a vote:
    2. Modify MUST 591 *Principles of Teaching Music: Secondary*
      - a. Addition of a pre-requisite of MUST 590 so that teachers are adequately prepared to succeed in MUST 591. – Approved.
- IX. Graduate Faculty Status Requests
- a. Melissa Reeves, Ph.D. (Psychology) – Approved. Letter sent on September 4, 2018.
- X. Graduate Petitions (only voting members receive these)  
*Approved by electronic-vote (All of these were time-sensitive and voted on and approved prior to semester starting):*
- a. Petition 1: allow undergraduate student to enroll in a 600 level course since 500-level elective needed to graduate was cancelled. (Approved by electronic vote)
  - b. Petition 2: allow 18 hours to count toward a second Winthrop degree instead of the normal 12 hours allowed by policy. (Approved by electronic vote)
  - c. Petition 3: allow student on probation to take 12 hours instead of 9 so that student may graduate in December. (Approved by electronic vote)
- Pending Petitions requiring a vote:*
- d. Petition 4: student to enroll in ACCT 606, which will take student to a course load of 19 hours during her last semester, over the number of combined undergrad and graduate courses. - Approved
  - e. Petition 5: student to enroll in 2 courses while on probation due to extenuating circumstances – Approved.
- XI. Adjournment

**2018-2019 Meeting Dates (Thurmond 208)**

August 28, Tuesday, 11:00am  
 October 26, Friday, 2:00pm

December 4, Tuesday, 11:00am  
 January 18, Friday, 2:00pm  
 March 8, Friday, 11:00am  
 April 23, Tuesday, 11:00am

**Graduate Faculty Assembly and Graduate Council Website:**  
<http://www.winthrop.edu/graduateschool/default.aspx?id=43990>

**Curriculum Action System Access** (click on as Graduate Council Chair)  
<https://www2.winthrop.edu/courseaction/login.axd>

<b>2019 Committee</b>			
<b>Voting Members</b> <i>*The voting members of the Graduate Council also serve as the Graduate Petitions Committee.</i>			<b>Term Expires</b>
Tracy Griggs, CBA; Chair	<a href="mailto:griggst@winthrop.edu">griggst@winthrop.edu</a>	Appointed (VPAA)	2019
Eric Birgbauer, CAS	<a href="mailto:birgbauere@winthrop.edu">birgbauere@winthrop.edu</a>	Appointed (VPAA)	2020
Mary Slade, COE	<a href="mailto:sladem@winthrop.edu">sladem@winthrop.edu</a>	Appointed (VPAA)	2021
Tyrone Ceasar, COE	<a href="mailto:ceasert@winthrop.edu">ceasert@winthrop.edu</a>	Elected COE	2021
Kelly Richardson, CAS	<a href="mailto:richardsonk@winthrop.edu">richardsonk@winthrop.edu</a>	Elected CAS	2019
Don Rogers, CVPA	<a href="mailto:rogersd@winthrop.edu">rogersd@winthrop.edu</a>	Elected CVPA	2019
Anna Romanova, CBA	<a href="mailto:romanovaa@winthrop.edu">romanovaa@winthrop.edu</a>	Elected CBA	2021
<b>Ex Officio, non-voting</b>			
		Elected, Library Faculty	2021
Stephanie Lawson, Elected (GFA)	<a href="mailto:lawsons@winthrop.edu">lawsons@winthrop.edu</a>	Elected, GFA (from CUC)	2020
Jack DeRochi Grad School Appointed Ex Officio, Grad Dean	<a href="mailto:derochij@winthrop.edu">derochij@winthrop.edu</a>	Graduate Dean, Appointed Ex Officio	--
April Hershey Grad School Appointed Ex Officio	<a href="mailto:hersheya@winthrop.edu">hersheya@winthrop.edu</a>	Grad School, Appointed Ex Officio	--
Deidre Comstock (MA ENGL Program)	<a href="mailto:comstockd2@winthrop.edu">comstockd2@winthrop.edu</a>	Student, CAS Appt. Ex Officio	2019
Jordyne Dugger (MBA Program)	<a href="mailto:duggerj2@winthrop.edu">duggerj2@winthrop.edu</a>	Student, CBA Appt. Ex Officio	2019
Lisa Harris	<a href="mailto:harrisl@winthrop.edu">harrisl@winthrop.edu</a>	GFA Chair	
Tim Druke	<a href="mailto:druket@winthrop.edu">druket@winthrop.edu</a>	AVP, Academic Affairs	
Gina Jones	<a href="mailto:jonesgg@winthrop.edu">jonesgg@winthrop.edu</a>	Registrar	
Wanda Ebright	<a href="mailto:ebrightw@winthrop.edu">ebrightw@winthrop.edu</a>	Graduate Director, CVPA	
Greg Oakes	<a href="mailto:oakesm@winthrop.edu">oakesm@winthrop.edu</a>	Graduate Director, CAS	
Marshall Jones	<a href="mailto:jonesmg@winthrop.edu">jonesmg@winthrop.edu</a>	Graduate Director, COE	
Keith Benson	<a href="mailto:bensonk@winthrop.edu">bensonk@winthrop.edu</a>	Graduate Director, CBA	
Catina (Tina) Vinson	<a href="mailto:vinsonc@winthrop.edu">vinsonc@winthrop.edu</a>	Graduate Petitions Coordinator	
Maria D'Agostino	<a href="mailto:dagostinom@winthrop.edu">dagostinom@winthrop.edu</a>	Assistant Registrar	
Michael Lipscomb	<a href="mailto:lipscombm@winthrop.edu">lipscombm@winthrop.edu</a>	Faculty Conference Chair	