

GRADUATE COUNCIL  
December 5, 2017 11:00 am Thurmond 208

Minutes

Members present: Jayne Maas, Eric Birgbauer, Michaela Volkmar, Tracy Griggs, Stephanie Lawson, Lisa Harris, Brad Witzel, Kelly Richardson, and April Hershey. Guests present: Gina Jones, Melissa Carsten, Malayka Klimchak, Brandeis Green, and Keith Benson.

- I. Announcements: Michaela Volkmar will be taking maternity leave next semester. Dacus Library will vote on her replacement to finish out the term.
- II. Approval of minutes October 27, 2017. Gina Jones requested an edit as her name was misspelled. Minutes approved pending edit. See the link below for minutes:  
<https://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/Administrative/GCMinutesOct272017.pdf>
- III. Report from the Graduate Dean: Dean DeRochi was unable to attend the meeting but his report was circulated just prior to Graduate Faculty Assembly.
- IV. New Business
  - a. Subcommittee Reports on Graduate Council Priorities for AY 2017-2018:
    - i. Review of the petition process: Jayne Maas reported that meetings with the college graduate directors took place and everyone agrees that changes are necessary for the petition form, a clearer policy, the need for details in the justification, and the deadlines for getting them to Records & Registration prior to the final Graduate Council meeting of each semester. The deadline seemed to work well this semester as a trial. The number of petitions did not seem to increase prior to graduation. Kelly Richardson asked about how the deadlines and petition process might affect our incoming online students. The subcommittee will meet to finalize any policy and form changes with the goal of bringing something final to Grad Council by the March meeting.
    - ii. Graduate level requirements for 500-level courses: Tracy Griggs mentioned that while the subcommittee had not met again since the last update, they have been working to pull together information and solicit faculty input on best practices. A faculty wide survey is still a consideration. March is also the goal to have information to circulate to GC members. The UGAC group is working on the rigor issue and will have something forthcoming soon.
    - iii. Clarification of graduate faculty: Melissa Carsten talked about how this group will convene in the spring to talk with Dean DeRochi about their charge.
  - b. Other: There was some discussion regarding the curriculum action system among GC members. 1) A reminder that acronyms need to be completely spelled out. 2) When courses are deleted, please add more detail as to why the change. 3) Gina Jones reminded the body that if the information needed is not in the application, do not approve it until the clarification is made. 4) GC can always table a request if a representative is not at the meeting to offer explanation.
- V. Curriculum Actions
  - a. Not requiring GC vote:

- i. BADM 608 (modify) – X course 2013; modification to make course permanent for future trips (Bolivia and Peru). Using the BADM designator allows for flexibility for graduate students.
    - ii. NUTRI 610 (modify) - Global Service Learning in Nutrition - The course in the past apparently did not meet the requirements for a 3 credit course even it was taught with NUTR 611 (Global Nutrition) as a comparable course. After review of the course requirements, the faculty voted to lower the credits to 1 and offer it along with NUTR 611 – it is now proposed as a Service Learning Experience for one week during spring break.
    - iii. NUTRI 624 (modify) – Change title of course (from Vitamin Metabolism to Vitamin and Mineral Metabolism); merging content of NUTR 624/626 together for better utilization of resources and structure the course as is usually typical.
    - iv. SPED 613/671 (modify) – Change 613 current title (from Issues and Trends in SE to Issues and Trends in School-Based Education) and change 671 (from Advanced Formative Assessment in Special Ed to Advanced Formative Assessment in School-Based Intervention) and description are not consistent with the focus of the program (but instead make the course appear to focus solely on students with disabilities). These changes better capture the expectations of the course. Discussions with Wiley’s associates revealed the potential confusion over the title and description.
  - b. Requiring GC vote (Program Changes):
    - i. MED – SPEI (modify) - Title change clarifies the outcome of the program as an intervention provider. It is also proposed that 6 hours be removed which are not considered aligned with program goals. This reduces program, requirements from 36 to 30. Helps competitively with other online institutions. Approved.
- VI. Graduate Faculty Applications (emailed to voting members)
- a. Mary Slade (COE) – Approved.
- VII. Graduate Petitions (emailed to voting members)
- a. Petition 6 – MA History students requests approval for 3 courses as “approved collateral courses” toward the degree - Denied
- VIII. Adjournment
- IX. FCUP Discussion – Malayka Klimchak discussed FCUP faculty concerns/obtain input with GC faculty members.

Future Meeting Dates (Thurmond 208)

Friday, January 19 2:00pm

Thursday, March 8 11:00am

Tuesday, April 24 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>

| Graduate Council Members and Contact Information: |  |                                |  |
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| *voting members                                   |  |                                |  |

| Agenda also sent to: |  |  |  |
|----------------------|--|--|--|
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