

Winthrop University Graduate Faculty Assembly Minutes

August 20, 2010

Plowden Auditorium

I. Jack DeRochi called the meeting to order at 3:30pm

II. Welcoming remarks

Jack DeRochi introduced Brad Witzel as the Secretary of GFA and Malayka Klimchak as Parliamentarian

III. Minutes from Graduate Faculty Assembly on April 23, 2010

The minutes were approved as submitted

IV. Report from Graduate Council – Andy Doyle

Andy Doyle thanked Gayle Teaster for chairing the committee the previous year
Ask all to communicate with her if there is a concern

V. Dean's Report – Yvonne Murnane (full report below)

Yvonne Murnane welcomed everyone. Please see the Dean's Report.

Announced the graduate directors in each of the colleges

In the future we will want to discuss writing samples for admissions process as well as thesis advisement.

VI. Report on Graduate Petitions – Margaret Williamson

Margaret Williamson summarized the 34 petitions from the previous year of which most regarded 6 year waivers. She noted: Please encourage students to use the website for forms. The common mistakes regarded format, such as margins on the print copy so please have students review printed pages first. Also, the table of contents must match the page numbers in the actual document.

VII. Unfinished Business

VIII. New Business

IX. Announcements

Frank Pullano stated that he is looking for graduate students to serve as tutors in various capacities. Frank Pullano then asked Dean Murnane about summer school.

Dean Murnane reported that graduate numbers were lower but we also had a large graduate graduation class this past May. The numbers may likely work in waves but no final numbers were available yet.

Dean Murnane (through Gloria Jones) announced two more assistantships preferably with an undergraduate in the social sciences and one in the natural sciences.

Dean Murnane thanked Jay Terrell (sp?) who found donors for graduate assistantships for graduate incentive scholarships.

Marsha Bollinger announced that some orders of meetings will be reversed such as that in Oct, when GFA will meet before Faculty Assembly.

X. Adjournment

The meeting was adjourned at 3:58pm

GRADUATE FACULTY ASSEMBLY

DEAN'S REPORT

August 20, 2010

A. Announcements

1. New Start is a part of the Graduate School – welcome to Tracy Hudson who joined the Graduate School on June 1. Tracy will also be coordinating summer session and she will be working with all the departments as they build the summer session schedule of courses. Tracy Hudson will be the contact person for summer session.

2. Banner transition is happening as we speak. We are using Banner to admit all spring 2011 students. You will not see a difference in the applications you receive at this time, that is, you will continue to receive the paper application over the next two months until we have all the functions of the electronic admission process working. When this occurs, all applications will be available electronically. Access to the electronic files will differ by each program depending on the program's admission decision process. There will lots of discussion with the graduate directors as we finalize the electronic admissions process.

3. For clarification, a student with a full graduate assistantship may be employed elsewhere on campus for up to 30 hours per semester. A student with a half assistantship can work up to 10 additional hours per week, and generally, a student does not hold two half assistantships in the same semester. This policy was initiated at the start of the 2009 academic year.

4. This office has always relied on Dinah Southard for our enrollment data. Her duties have changed and she is no longer able to provide support to the Graduate School for reports. Presently, our data is limited until we are able to generate reports ourselves. In the spring we will have access to generate a variety of reports on graduate enrollment.

B. Enrollment Data

GRADUATE ENROLLMENT - August 19, 2010

	<u>Applic</u>	<u>Admit</u>	<u>New Enroll</u>	<u>Total</u>
2010	497	317		789
2009	503	318	182	785 (1096)
2008	504	317	194	725 (1181)

C. Discussion topics for this 2010 – 2011 academic year: Plus and minus grading system; thesis advisement as a part of Roles and Rewards.