

Winthrop University Graduate Faculty Assembly
Minutes, February 26, 2016
1:00pm Carroll Hall – Whitton Auditorium

I. Call to Order

The meeting was called to order at 1:05 pm. A motion to conduct business in the absence of a quorum passed unanimously.

II. Welcoming Remarks - Malayka Klimchak, Graduate Faculty Assembly Chair

Dr. Klimchak thanked everyone for attending.

III. Approval of minutes of the Graduate Faculty Assembly from November 13, 2015

The minutes from the November 13, 2015 meeting were approved unanimously.

IV. Report from the Provost and Vice President of Academic Affairs - Debra Boyd

Dr. Boyd thanked everyone for their work and noted that the university is working on curriculum development at the graduate level. Productivity at the graduate program level will receive much scrutiny from the state in the near future, in terms of both enrollment and completion. She encouraged faculty to identify ways to help build programs that might be considered marginal at this point by the state.

Dr. Boyd added that she appreciates everyone's participation in the evaluation of Deans. A new survey was set up to evaluate the Dean of the Graduate School, which will likely go out on Monday or Tuesday. The evaluations go to a 3rd party at the university, who aggregates them. For each question, Dr. Boyd sees the distribution of answers and the written comments. She shares the summary and trends with the Deans, but the Deans do not see the actual written comments. Dr. Boyd also noted that the evaluation of Deans is shared with the President, but not with faculty.

V. Report from the Graduate Council - Melissa Carsten, Graduate Council Chair

- **Graduate Council 2015 - 2016 Priorities**

Dr. Carsten noted that we have been working on increasing transparency. The last step is to develop a graduate faculty governance website. The website will include all materials from the GFA and the Graduate Council. It will also include links to the curriculum action system and to the online voting system (with instructions), the approval levels document, and any policy proposals under review. She noted that we are still working to identify the place within Digital Measures where faculty can update their Graduate Faculty status.

Dr. Carsten also mentioned two new priorities. One is to review the policy around dismissal/changes at the graduate level and the other is to nominate faculty for the positions of Chair of the GFA and GFA representative to the FCUP. Please contact Dr. Carsten if you are interested in one of these positions, or know someone who is interested.

Dr. Carsten discussed the graduate petitions and noted that the Graduate Council awarded or renewed the GFA status for three faculty members – see slides for additional information.

A GFA member asked what was happening with the renewal of the GFA status. Dr. Carsten stated that faculty who go up for post tenure review must apply for renewal. There is some ambiguity in the bylaws that needs to be addressed; faculty members who have already gone through the post-tenure review process are grandfathered in and they will only need to apply for GFA status at their next post-tenure review.

Another GFA member asked why we have to reapply for GFA status once we have been approved. Dr. Lipscomb noted that we want to follow best practice and make sure that faculty members are staying up to date with the requirements of the GFA status and membership. Dr. Carsten added that we want to make sure that faculty members voting on graduate issues are directly serving graduate students.

Dr. DeRochi added that we can make this process easier by inputting information on how we contribute to graduate education in Digital Measures.

- **Curriculum Action required – please refer to the curriculum management system for justification and explanations.**

There were no curriculum items requiring a GFA vote. Dr. Carsten reviewed the curriculum items that were approved by the Graduate Council that do not require a GFA vote – please see below.

Modify the MA in Arts Administration to:

Adjust the design of the MAAA program with the updated courses, ARTA 685, 686, 695, and 696 and eliminate the formal thesis as part of the degree requirements and replace it with a major research paper.

Modify the MBA/Finance Concentration to:

Allow FINC 515 or FINC 516 to be substituted for FINC 512, 513 or 514 if a student has already completed all three electives.

Modify the MBA/Marketing Concentration to:

Add the new Business Analytics course BADM 571 and reduce the options from select two from this list to select one from this list.

Review of curriculum items approved by Graduate Council that do not require a GFA vote and are being considered by CUC – See end of the GFA meeting agenda.

Review of curriculum items approved at the college level that do not require a GFA vote – See end of the GFA meeting agenda.

VI. Report from the Dean of the Graduate School - Jack DeRochi

Dr. DeRochi emphasized a couple of things from his Report:

1. A number of faculty members are taking classes at Winthrop as part of the EEAP (Employee Education Assistance Plan). If faculty or staff members have an undergraduate degree already, the application will go through the Graduate School. The process is very simple. There are three steps faculty members should follow to apply for admission:

1. Call the Graduate School office to obtain an application fee waiver
2. Submit the online application on the Graduate School website
3. Submit a copy of the transcript for the highest degree (HR may already have this; please inform the Graduate School office if they can obtain a copy of your transcript from HR).

Dr. DeRochi encouraged faculty members to apply early. There are a large number of senior citizens taking courses and students who apply at the last minute, which could delay the registration process. Additional information will be added to the Faculty Resources webpage.

Dr. DeRochi added that faculty should not allow students to be in their classes if they are not on their course roster. If a student shows up who is not on the course roster, the faculty member should refer the student to the Graduate School to make sure that they are enrolled appropriately. This can sometimes be confusing with senior citizens, other adult students, and online classes, so the best practice is to be guided by the course roster.

2. Another point from his report that Dr. DeRochi emphasized is that 68% of all applications for Graduate School in the U.S. in the fall of 2014 were for master's degrees. In addition, 78% percent of the master's students are enrolled in programs at doctoral institutions. These programs have more resources. This implies that our most successful master's programs will be those that are not competing with the above programs. Dr. DeRochi's report provides a link to the source of these data for those interested in reviewing it.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

There was no new business.

IX. Announcements

Dr. Klimchak reminded faculty that the last GFA meeting of the year is scheduled for Friday, April 8, and that the Spring Commencement is scheduled for Thursday, May 5.

X. Adjournment

The GFA meeting adjourned at 1:45 pm.

Respectfully submitted,
Adriana Cordis
Secretary