

**Winthrop University Graduate Faculty Assembly**  
October 7, 2011

Whitton Auditorium – Carroll Hall

**Minutes**

- I. Call to Order – 3:02 Don Rogers
- II. Welcoming Remarks Don Rogers
- III. Approval of minutes of Graduate Faculty Assembly from August 19, 2011  
Approved and seconded
- IV. Report from the Vice President for Academic Affairs Debra Boyd  
Announced Pat Graham as Interim Dean of Graduate School  
Asked faculty what is needed for our graduate school; what should the graduate school do; who should do it; what are the functions; what do you need  
Graduate faculty presented comments and questions:
- a. Summer school
  - b. The emphasis on graduate programs
  - c. Several questions and comments on marketing and the competitiveness of programs and the university
  - d. Data is needed on our competition, our potential students, and more recruitment information
  - e. We need to take quick steps for financial aid, such as payment for graduate assistantships and more expeditious movement of paperwork
  - f. Question as to where the decisions are made and who makes them about graduate assistantship
  - g. We need a strong dean; dean to serve as more than a facilitator
  - h. Graduate studies is sometimes viewed as an afterthought and with our high course loads, there is a lot of extra work with theses and research partnerships. Graduate students require more individualized time.
  - i. The admissions component is very important as well as the marketing component. We must also work to support graduate student needs, such as fringe benefits for students. It doesn't matter if we call the person a dean, a facilitator, or whatever.
  - j. We have some process issues that need to be tackled as a university and people to oversee those processes.

Vice President Debra Boyd answered questions and addressed comments stating that we will provide a function to support marketing graduate programs. She stated that we have strong colleges but we need to describe our role of the graduate school. It is not to make admissions decisions. Program decisions are made at the program level. Those are confirmed by the Graduate School.

In the future, whoever leads the graduate school is both a facilitator and a leader. We need to be more cautious with our resources. Effort is needed to put programmatic

needs into a larger frame or context. Dr. Boyd also clarified that graduate assistantships are not housed in the graduate school.

V. Report from Graduate Council

Wanda Briggs

We have met twice this academic year and awarded graduate faculty status to eight faculty.

1. Faculty Status awarded to:

- i. Dr. Jayne Maas (Business)
- ii. Dr. Kavin Ming (Education)
- iii. Dr. Shawna Helf (Education)
- iv. Dr. Judy Britt (Education)
- v. Dr. Leslie Bickford (English)
- vi. Dr. Casey Cothran (English)
- vii. Dr. Gregg Hecimovich (English)
- viii. Dr. Robert Prickett (English)

2. MUST 620 was approved [course approval for piano pedagogy track]

The Graduate Council is still working with petitions

VI. Interim Dean's Report

Pat Graham

(See Dean's Report)

Dean Graham began as Interim Dean the second week in September. She has met with graduate directors, spent time learning about graduate issues, and reviewed practices and procedures in the Graduate School. She provided the following information:

-The number of degree seeking students has increased from last year with an increase of over 500 in total credit hour production.

-To date, there are 77 applications for the spring semester. The Graduate Office is processing applications within 24-48 hours and sending notification to the programs.

Many files are incomplete due to GRE scores, official transcripts, etc. More applications will arrive during November and December

-Funding for Graduate Student Travel and Research was discussed and new applications will be handled through the Graduate School and reviewed by the Chair of Graduate Council and Graduate Director of the student's college. This information will be on the Graduate School website soon.

-Recruitment activities are numerous. Prospects learn about Winthrop through the web and the Graduate School has increased its internet presence. A list of upcoming recruitment events is included in the dean's report and faculty were encouraged to participate. In the future Katie Dykhuis, Marketing/Recruitment Coordinator and Web Liaison, will present to the Graduate Assembly on recruitment initiatives.

-Dean Graham expressed her desire to work closely with graduate faculty and her commitment to providing data that are helpful to the programs.

VII. Report on Graduate Petitions

Margaret Williamson

No report

VIII. Unfinished Business

IX. New Business

X. Announcements

XI. Adjournment Moved and approved by 3:53pm