

**Graduate Council**  
**October 31, 2014**  
**208 Thurmond**  
*Minutes*

*Members present:* Katherine Kinsey (COE), Tom Stanley (CVPA), Melissa Carsten (CBA-Chair), Brent Cagle (CAS), Mike Lipscomb (CAS), Ronnie Faulkner (Dacus), Rachel Luellen (CBA student), Tia Wheeler (CAS student), Kristen Wunderlich (CVPA), Marshall Jones (COE), and Jennifer Jordan (COE).

*Guests present:* Gina Jones, Robbie Hampton, Malayka Klimchak, Andrew Vorder-Bruegge, Greg Oakes, Jack DeRochi, Tim Drueke, and April Hershey.

- I. Announcements: Welcome to the two student representatives now attending Graduate Council
  
- II. Minutes from September 2, 2014 approved and final copy posted on website. <http://www.winthrop.edu/uploadedFiles/graduateschool/applicationforms/Administrative/GradCouncilminutesSept22014.pdf>
  
- III. Report from the Graduate Dean: Enrollment for fall semester is up about 18% this year from where we were last year. Overall we are still down 1.5% but this is not as bad as it could be. The new graduate certificate programs are coming together and along with continued program innovation our outlook is good. The University recently started the marketing campaign of billboards, Facebook ads, and radio ads focusing on the undergraduate program but the newly formed Marketing Committee is working to make advertising work overall with undergrad and graduate.
  
- IV. Old Business:
  - a. Graduate council priorities for AY 2014 – 2015 (see attached)
    - i. Electronic Voting is going up for a vote by Graduate Faculty Assembly. The review of GFA bylaws is still ongoing.
    - ii. Curriculum action process is being reviewed to improve flow and representation.
    - iii. Thesis Advisor Recognition and Thesis Guidelines: Digital Commons through Dacus Library will hopefully be implemented by spring for electronic thesis submission. Jack, April, Tom, and Ronnie will work to have guidelines finalized after meeting with DeeAnn Brame and will make a report on progress at next meeting.
  
- V. New business:
  - a. Election of a vice-chair; no nominations were received before the meeting. Nomination from the floor: Brent Cagle. Approved.
  - b. Review language to add to bylaws to allow for electronic voting on Curriculum Action. In some cases, course actions were received back in September just after the last Council meeting and it have just been sitting there since then. If we

could vote electronically it would move things faster and avoid heavy voting meetings. The proposed language is purposely vague to allow for flexibility. More specific guidelines for how this will work will be done separately and go on a website (Grad Council, GFA, Policy and Procedure archive, etc). Qualtrics may be used for the vote. This will help alleviate long lag times between Grad Council approval and GFA. Any questions (other than simple clarification) asked after an item has been submitted would remove the item from the voting pool and it would be held for more discussion. GFA and GC chair have the authority to determine if the questions necessitate taking the action off the list or leaving it on. Graduate Council will have final say on what items go up for electronic voting. The first 7 days are only for discussion or taking no action. Voting only occurs after 7 day mark. Tabling requires an actual vote. Take off the veto option all together. Cross out 7 and 8. Guidelines will be revised and be sent back out for review before the next GFA meeting.

VI. Curriculum:

- a. Most course actions on the original agenda did not require a GC vote to approve.
  - iv – vii: GSTC courses on the list are part of the continuous enrollment plan. These courses do not reside in any particular program and will actually be housed in University College. They are shells to incentivize students to stay in the program and get them to finish the coursework and/or thesis. GSTC 600 can only be used 2 times in a row. The 6 year window also keeps students in from the other side. These courses allow them to stay in touch with professor, use of library, etc. No student will be enrolled without prior approval from grad director and grad dean. If a student misses out enrolling they would have to pay for re-admittance. Motion made and approved. This does not require GFA approval, rather a FYI.
  - viii. ENVS 510: (affects both undergraduate and graduate curriculum) is going from a required to a non-required course. ENVS 350 is being added for undergrads only. Motion made and approved.
- b. Program Actions:
  - i. CERT – LTEC: New Graduate Certificate Program in Learning Technology  
Marshall Jones gave a brief overview of the certification program. The COE is taking 5 courses currently in existence to make 12 hours as a separate certificate in Learning Technology. There are two tracks available. Admission requirement for this certificate program are the same for the MEd in Curriculum & Instruction. Approved.

VII. Petitions

- a. Willette Brown – Fatoyinbo - Approved

VIII. Graduate Faculty Status Requests

- a. Takita Felder Sumter – Chemistry
- b. Jennifer C. McDaniel – Social Work
- c. Adriana Cordis - Accounting

- d. Glyn Winterbothem – Accounting  
Motions made and all approved. Notification and official letters will be sent out from the Graduate School office.

IX. Adjournment

Future Meeting Dates:

Tuesday, December 9th at 11am

Friday, February 6th at 2pm

Friday, April 3rd at 2pm

Tuesday, April 28th at 11am

\*\* All meetings held in Thurmond 208

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