

**Winthrop University Graduate Faculty Assembly**  
Minutes, April 22, 2022, 2pm (combined with Faculty Conference)  
Blackboard Collaborate  
**Minutes**

- I. Call to Order  
*Start at 5:00 PM, quorum present*
- II. Welcoming Remarks Eric Birgbauer  
Graduate Faculty Assembly Chair
- III. Approval of minutes of the Graduate Faculty Assembly from February 25, 2022  
Please find the minutes at the bottom of this agenda.  
*Correction noted in the spelling of Katie Dykhuis*  
*Motion to approve as corrected and seconded. Approved by majority vote.*
- IV. Report from the Provost and Vice President of Academic Affairs Adrienne McCormick  
*Report already presented in faculty conference.*
- V. Report from the Graduate Council Tracy Griggs  
Graduate Council Chair
- Curriculum Action requiring vote – Please refer to the curriculum management system for justification and explanation  
*There is a need for an alternative art education certification program. No discussion. Approved by majority vote.*
  - 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 agenda for list
  - Graduate Faculty Status (since last GFA meeting)
    - None
  - Petitions - None
- VI. Report from the Acting Dean of the Graduate School Greg Oakes
- *Thanks for support of Graduate Education Week. Alma Mater Day with people wearing school colors was fun. They had a good dinner with the Board celebrating the Elizabeth Hope Reed Fellows. The 3-minute Graduate Showcase was another success.*
  - *Applications for Summer and Fall are not as high as during previous years, but the yield rate is much better.*
  - *April Hershey and Jessica Cauthen are leaving their positions next month.*
- VII. Unfinished Business
- Proposal for Bylaws change regarding membership status (see end of agenda)
  - *Current process to become a Graduate Faculty member was reviewed.*
  - *Proposal to simplify the membership process as an administrative decision. Decision made by Dean with Chair consultation. Assessment will be based on what the faculty member will be doing as part of their roles.*

- *Reviewed previous discussion about what alternate methods besides terminal degree. There were questions about what “high production” meant. Dr. Birgbauer proposed an amendment to remove the term from the proposal.*
  - i. *Motion to amend and seconded*
  - ii. *Asked for discussion.*
    - 1. *Question about removing “high production” would have an impact on SACS. Dean responded; no. Experience term covers the same concept.*
  - iii. *Majority approved amendment.*
- *Question on proposal if highest degree must be in professional field. Dr. Birgbauer noted that master’s degrees that are terminal still follow the format of who can be a member of the Graduate Faculty. Dean added that the college Deans are responsible to make sure that eligible faculty members are identified appropriately. Person making the judgement is changing from Graduate Council to the Deans.*
- *Motion to approve and seconded, approved by majority vote.*

#### VIII. New Business

- **Election of new Graduate Faculty Assembly Chair**
- *Dr. Tracy Griggs nominated from committee, no nominations from the floor.*
- *Motion to close nomination and elect Dr. Tracy Griggs by acclamation.*
- *Motion approved by majority vote.*
  
- **Probation Policy Change**
- *Dr. Griggs presented 2 clarifications*
  - i. *Policy only applies to degree seeking graduate students.*
  - ii. *Clarified language about what it means to come off probation*
    - 1. *Must attain at least 3.0 and can remain as long as semester GPA remains at 3.0 even if overall is below 3.0. If student is on probation, has overall below 3.0 and has semester GPA lower than 3.0, then they will be dismissed from the program.*
  - iii. *No discussion on the issue*
  - iv. *Since coming from Graduate Council standing committee, so no motion necessary*
  - v. *Approved by majority vote.*
  
- *Dean Oakes provided motions to approve 2 requests for program modifications*
  - i. *English MA – changes in concentration including name to provide clarity and make it stackable with graduate certificates*
  - ii. *Nutrition MS – changes to elective course list, so that students have more flexibility. New courses are online.*
  - iii. *Motion to approve and seconded, vote on each individually, both approved by majority vote.*

#### IX. Announcements

- **FCUP update** Amanda Hiner
- *Since FCUP chair gave full report in last meeting, asked if faculty had questions*

- *Only unresolved issue has to deal with contracts being passed and approved in a timely manner*
- *No discussion*
  
- *Outgoing Chair thanked outgoing secretary and parliamentarian for the year.*

X. **Adjournment**

- *Motion to adjourn and seconded at 5:30 PM*

## **Graduate Faculty Assembly Bylaws Change Proposal**

*Proposed bylaws change to replace current Article III*

### **Article III – Membership**

Membership in the Graduate Faculty Assembly is determined by the academic dean of the appropriate college in consultation with the department chair. The criteria for membership are that the faculty member (i) holds the terminal degree awarded in discipline. In some cases, experience ~~and high production~~ may substitute for the degree; (ii) will contribute to graduate-level teaching and/or service to the institution. Determination of membership may be made upon hire or at any time thereafter as these two conditions are met. The appropriate college will keep records of the faculty member's status as member of the Graduate Faculty Assembly and will report membership status to the Dean of Graduate Education. If the eligibility of a person for membership is questioned, the Graduate Faculty Assembly shall be the judge of the qualifications of that person for membership.

## **Current GFA Bylaws section**

### **Article III - Membership**

Section 1 Upon recommendation of the Graduate Council, the Assembly shall establish criteria for membership in graduate faculties. The application form with stated criteria is available in the Graduate School Office. The academic deans shall nominate for membership in the Assembly those persons who qualify under those criteria and the Dean of the Graduate School shall be responsible for reviewing the application for conformity with the established criteria. The Graduate Council will vote on the appointment and announce the outcome to the Graduate Faculty Assembly. Performance of limited graduate duties on a temporary basis does not in itself constitute eligibility for membership in the Assembly. (Amended by Faculty Conference, 4-09-81, 8-20-04, 4-24-09, 4-17-15)

Section 2 The criteria for membership in the Graduate Faculty Assembly are:

- A. Hold highest degree awarded in discipline. In some cases, experience and high production may substitute for the degree.
- B. Have one year of graduate-level service to the institution to be a combination of teaching, scholarly research/contributions to the field, and service. The year of graduate-level service need not occur in consecutive semesters; teaching could also constitute a wider set of pedagogical activities, such as managing theses or graduate-level research projects, participating in curriculum or course development, advising graduate students, or committee work; credit from previous institutions may be counted. Graduate-level classes are defined as 600-level courses or 500-level courses with graduate students enrolled.
- C. Submit a recommendation, including a statement or comments and a signature, from the department chair, dean of the appropriate college, and the Graduate Council.

When a graduate faculty member is preparing for post-tenure review or in the sixth year after the initial

granting of graduate faculty status, the faculty member will submit documentation of continued teaching, research and contributions on the graduate level to the Dean of the Graduate School. The Graduate Council will vote on the application and announce the outcome to the Graduate Faculty Assembly. This documentation will consist of completing a new application form to demonstrate continued engagement with graduate level teaching, research, and/or contributions to the field. New eligibility requirements will not pertain to Winthrop faculty with graduate faculty status granted prior to August 2009.

## **Probation Policy Change**

*Updated policy approved by Graduate Council (minor change from previous)*

### **Proposed Probation Policy**

Fully admitted degree seeking graduate students are expected to maintain a 3.0 cumulative grade point average. The first semester a student's **cumulative** grade-point average falls below a 3.0, they are placed on academic probation.

#### *Conditions of Academic Probation*

Students on academic probation may not enroll in more than 9 credit hours per semester. Students on academic probation in cohort programs requiring more than nine hours per semester may take their required hours.

A student on academic probation whose **semester** grade point average is 3.0 or higher is not dismissed at the close of that semester even if the **cumulative** grade-point average remains below 3.0. The student will continue enrollment on academic probation.

A student who begins a semester on academic probation, and who concludes the semester with both cumulative and semester grade point averages below 3.0, will be dismissed.

The student is removed from academic probation at the close of a semester in which the **cumulative** grade-point average meets or exceeds 3.0.

Students must have a minimum **cumulative** 3.0 grade point average to graduate.

If a student repeats one or two courses while on academic probation, the new grade replaces the original grade in the calculation of the grade-point average. All course work used to restore the grade-point average to the minimum acceptable standard based on the number of hours earned must be completed at Winthrop. Credit earned at any other institution while the student is on academic probation or is ineligible to enroll at Winthrop cannot be applied to any degree at Winthrop University.

### **Current Probation Policy**

Once a student has been fully admitted with graduate degree status or with graduate non-degree status, they are expected to maintain an acceptable cumulative grade-point average. The first semester a student's cumulative grade-point average falls below a 3.00, they are placed on academic probation. A student on academic probation whose semester grade-point average is 3.00 or higher is not dismissed at the close of that semester even if the cumulative grade-point average remains below 3.00. The student may continue enrollment on academic probation. The student is removed from academic probation at the close of a semester in which the cumulative grade-point average meets or exceeds 3.00. A student on academic probation will be dismissed if they fail to earn a 3.0 semester GPA while on probation. If a student repeats one or two courses while on academic probation, the new grade replaces the original grade in the calculation of the grade-point average.

Students on academic probation may not enroll in more than 9 semester hours per semester. Students on probation in cohort programs requiring more than nine hours a semester can take their required hours as long as they maintain a 3.0 semester GPA.

All course work used to restore the grade-point average to the minimum acceptable standard based on the number of hours earned must be completed at Winthrop. Credit earned at any other institution while the student is on academic probation or is ineligible to enroll at Winthrop cannot be applied to any degree at Winthrop University.

### **Curriculum Items that require a GFA vote**

Program Changes approved by Graduate Council:

- a. New CERT-ARTE Graduate Certificate in Art Education

### **Curriculum Items that do not require a GFA vote**

Program Changes approved by Graduate Council: None

Curriculum items approved by Graduate Council that have been sent to CUC for consideration:

- a. Modify MUST590 Principles of Teaching Music: Elementary
- b. Modify ARTE548 Secondary Methods in Art Education: Pedagogy and Research
- c. Modify MUST511 Orchestration
- d. Modify ACCT515 Advanced Data Analytics for Accounting
- e. Modify ACCT520 Internal Auditing and Fraud
- f. Modify CHEM526 Advanced Techniques in Biochemistry
- g. Modify CHEM570 Chemical Synthesis & Characterization
- h. Modify EDCO500 Topics in Teaching
- i. Modify ENGL502 Topics in Global Literature
- j. Modify SCST590 Principles of Teaching Social Studies I
- k. Modify SCST591 Principles of Teaching Social Studies II

Curriculum items approved at the college level:

- a. *Modify* DANT697 Special Topics in Dance
- b. *Modify* THTR697 Special Topics in Theatre

Petitions: None