**Graduate Council Minutes**

**February 11, 2011**

The Graduate Council met on Friday, February 11, 2011 at 1:00 pm in the Cardinal Room of the University Center.

**Members present**: R. Adams, K. Brennan, R. Carton, T. Domagalski, C. Coburn, L. Comer proxy for J. Neubrander , K. Cooper-Duffy, L. DeWald, S. Higgins, B. Kloeppel, K. Lunnen, A. Malesky, P. Robertson, D. Sally, J. Shirley and S. Swanger

**Members absent**: J. Byrd, F. Buskey, G. Graham, R. Jaskot, and J. Neubrander

**Others present:** E. Frazier

**Announcements** The announcements were distributed as an electronic handout for the meeting.

**Approval of the Minutes** Motion and second to approve the minutes of the January 14, 2011 meeting. Motion passed.

**Standing Committee Reports**

 **Graduate Faculty Review**

The Graduate Council vote was tabled. The Graduate Faculty Review Committee was missing the cover e-mail/memo stating the reason for the two recommendations. Once the cover e-mail/memo stating the reason for the recommendation is received, the Graduate Faculty Review Committee will vote on the nominations, and the Committee’s decisions will be forwarded to the Graduate School. The Graduate School will forward the Committee’s recommendations to the Graduate Council for an e-mail vote.

 **Curriculum Review**

The following curriculum items were reviewed by the Curriculum Committee and came as aseconded motion:

**Doctor of Physical Therapy program-** Propose several relatively minor changes: 1) the minimum GPA will be overall GPA not last 60 hours; 2) the length of time between completing a pre-requisite course and admission, will not exceed 7 years for the science courses (human anatomy, human physiology, chemistry, physics and statistics); 3) an interview become a required part of the admissions process; 4) criminal background checks will be required of all students accepted into the program; and 5) consistent with increase in credit hours as submitted for approval on AA-4’s the total number of hours required for completion of the program will increase from 104 to 107.

**Doctor of Education program-** Updates to catalog language describing the program. Some corrections are to fix inaccurate information (e.g., a licensure option that has never existed and we are not authorized to provide). Others are to correct changes that were previously submitted (as many as four years ago) but lost somewhere in the approval process and never made it into the catalog. None of the corrections reflects a change in the curriculum.

**Education Specialist in Educational Leadership program-** Updates to catalog language describing the program. These changes were previously made (2006) but we recently realized they were never reflected in the catalog. There is no change to the coursework or the number of credits in the program. Catalog edits reflect that fact that there is a single core curriculum and no option to transfer into the EdD partway through the EdS. Reference to a “concentration” is also being removed, as there is no concept of concentrations in this program.

**Master of Arts in Teaching English concentration-** The proposed program revisions will enable WCU to continue to offer an MAT degree resulting in both the NC teaching license at the advanced level (M) and an earned master’s degree. Although program changes were implemented last academic year, those changes focused on initial licensure and did not account for changes needed for the M license. As has been the case since WCU first offered the MAT, graduates will meet the requirements for the initial license and the advanced license upon graduation. For the MAT English concentration, we propose the following changes:

1. Eliminate English 514 (Methods of Teaching Composition) as a requirement, as this course focuses primarily on methodology for teaching college-level composition;

2. Change language in the admission requirement that students must submit a writing sample to make writing sample specifications more concrete and rigorous so that this sample may be used as evidence of initial depth of content knowledge (Electronic Evidence 2);

3. Add 6 additional elective hours (3 of which will replace English 514, so, essentially, we will only be adding 3 hours to the program), and provide a framework for the 12 hours of guided electives that will then be in place so that these courses will allow students broad content knowledge.

**Master of Arts in Teaching Social Science concentration-** The proposed program revisions will enable WCU to continue to offer an MAT degree resulting in both the NC teaching license at the advanced level (M) and an earned master’s degree. Although program changes were implemented last academic year, those changes focused on initial licensure and did not account for changes needed for the M license. As has been the case since WCU first offered the MAT, graduates will meet the requirements for the initial license and the advanced license upon graduation. For the MAT Social Science concentration, we propose the following changes: Change language in the admission requirement that students must submit a writing sample to make writing sample specifications more concrete and rigorous so that this sample may be used as evidence of initial depth of content knowledge (Electronic Evidence 2)

**Master of Arts in Teaching Special Education Adapted program-** A licensure-only student (in the SPED adapted curriculum program) who accumulates three grades of C or a grade of F will be dismissed from the Special Education licensure program. Students in this LOP program must have a cumulative 3.0 GPA to be recommended for licensure by the special education faculty.

**Master of Arts in Teaching Special Education General program-** A licensure-only student (in the SPED general program) who accumulates three grades of C or a grade of F will be dismissed from the Special Education licensure program. Students in this LOP program must have a cumulative 3.0 GPA to be recommended for licensure by the special education faculty.

**Nurse Anesthesia program-** Change in application/admission process/requirements.

**Master of Health Sciences program-** Propose to delete the gerontology concentration and the gerontology post-baccalaureate certificate program. Also propose to decrease the Master of Health Sciences program by 3 credit hours by requiring one less elective course.

A new course elective, SOCW 538, is proposed.

**New Courses:**

NSG 508 Perspectives in International Nursing Leadership (3)

SOCW 538 School Social Work: Policy and Practice (3)

 Motion passed.

It was brought to the attention of the Graduate Council by the Chair of the Curriculum Committee that a member of the Curriculum Committee requested to go on the record as a “no” vote on all of the curriculum items. The vote was made in response to the resource issues currently under discussion on campus. Dean Higgins responded that the Curriculum Committee’s review role did not extend to resource issues since the curriculum items had been submitted by departments for review and approval by the College level curriculum committees responsible for addressing resource issues and student curriculum needs. Dean Higgins said the curriculum items submitted should be reviewed using information currently available.

Discussion by the Graduate Council led to the suggestion that a future agenda item for the Graduate Council be the clarification of the role of the Curriculum Committee in curriculum review and approval process.

 **Academic Policy & Review**

Leave of Absence: Information is being gathered from other institutions about Leave of Absence policies, forms, and processes.

 The application admissions deadline approved at the November 12, 2010 Graduate Council meeting was approved by the Academic Policy and Review Committee.

 **University Fellowship, Scholarship & Student Affairs**

The Chancellor’s Fellowship and Study Grant applications are available on the Graduate School website.

 New Graduate Student Incentive Grant applications are also available on the Graduate School website.

**Agenda Items** No agenda items.

**Other** A question was asked about the funding of graduate assistantships and stipends for the 2011-12 academic year.

Dean Higgins responded that if there are savings from the campus and college budget cuts, graduate assistantships

would be the number one funding priority since graduate programs cannot grow without assistantships.

A question was asked about whether or not only 6 credit hours earned as a nondegree student could be appliedtoward a degree. The graduate catalog does not have a policy limiting the number of credits a nondegree student can take and/or use toward a graduate degree program.

The meeting was adjourned at 2:00 pm.

Submitted by – Elizabeth Frazier

Please note: All attachments are on file in the Graduate School with the Graduate Council meeting minutes.