

GRADUATE COUNCIL MEETING
Continuing Education Multi Purpose Room 125

Tuesday, March 27, 2009 • 2:00-3:30PM

Presiding: Dr. LaDelle Olion, Chair

Dr. Olion introduced The Graduate School Assistant Dean, Dr. Doreen Hilton. Due to a previous engagement commitment, her update presentation was moved forward as the first item on the agenda.

Graduate Recruitment Update (*handout attached*)

Dr. Doreen Hilton provided a list of 15 graduate school recruitment and retention strategies and shared information concerning recent and current recruitment efforts as follows:

- 1st Open house for this academic year was held last month (Five free applications –no \$25 application fee –were raffled. Dr. Olion noted the positive response received from students and the resulting motivation of students to enter the program.)
- Visited four other colleges and universities this semester (Norfolk State University, Mount Olive College, Livingstone College, UNCP)
- Ms. Kaity Parson will be visiting Mount Olive College on Thursday, March 19th
- We will be partnering with the Fayetteville Guard football team and would like to have representation from all of our graduate programs. Look for more information and requests for volunteers. There will be one table at each of the games. Signage will be allowed. PA announcements will be made and we will have an ad in the program booklet. Requesting that each department participate at least one time.
- Interested students are asked to complete information sheets which will be forwarded to the academic department they indicate they are interested in.
- Copies of letter sent to applications with incomplete files and their contact information are being sent to their related department. Departments are asked to contact applicants and encourage them to complete their application.

Discussions continued as follows:

- The availability of handouts that could be distributed by faculty when attending conferences (The Graduate School has application packets available)
- The possibility of marketing with CDs and electronically
- Financing due to budget constraints
- Status of Student handbooks (still in editing and updating stage)
- Website links for testing
- Handbooks (Department Handbook information to be forwarded to The Graduate School)

Call to Order

Attendees received a folder containing the meeting agenda and minutes from the last council meeting. The meeting of the Graduate Council of the Fayetteville State University Graduate School was called to order by Dr. LaDelle Olion, Chair.

Attendance

Present: Dr. Charletta Barringer-Brown, Dr. Amy Craddock, Dr. Aminifu Harvey, Dr. Terrance Hicks, Dr. Ngozi Kamalu, Dr. Kim Kirkpatrick, Dr. Leontye Lewis, Dr. Priscilla Manarino-Leggett, Dr. Geraldine Munn, Dr. LaDelle Olion, Dr. Thomas Van Cantfort, Dr. Dawn Wilson, Dr. Linda Wilson-Jones, and Dr. Bo Zhang

Absent: Dr. Akbar Aghajanian, Dr. David Barlow, Ms. Ramita Chitakar, Dr. Subir Nagdas, Dr. Mohsen Soiussi, and Dr. Assad Tavakoli

Approval of Minutes (agenda attachment 1)

The minutes from the March 17 Graduate Council meeting were reviewed. A motion was made to approve the minutes by Dr. Van Cantfort and seconded by Dr. Kirkpatrick. The motion passed.

Graduate Faculty Review Committee Report

Dr. Van Cantfort announced that the Graduate Faculty Review Committee would be meeting soon to review pending Graduate Faculty Applications. During discussions, the following was noted:

- All graduate faculty members up for renewal must complete a new application.
- All Graduate faculty Applications must have verifying documents for refereed publications and current professional society membership.
- Reported refereed publications should be for the past five (5) years only.
- Active status noted on the Graduate Faculty Log indicates that a faculty member has a current graduate faculty membership –Full, Associate or Special. A pending status is clarified in the Comments column.

Programs & Curriculum Review Committee Report

- **Online Course Proposal: EDLE 711 – Emerging Issues in Leadership and Supervision** After much discussion concerning the proposal format and signature page, it was decided that more information was needed. A motion was made by Dr. Manarino-Leggett to table EDLE711 and seconded by Dr. Wilson. The motion passed.
- **Proposal to Establish a Graduate Certificate in Applied Sociology**
A motion was made to approve the proposal. A vote was taken by show of hands; seven were for, four opposed, and two abstained; the motion passed.

Graduate Catalog

Dr. Olion said that due to the different requirements in area programs, we need to define what students need to do in order to go from their certificate program into the master's program.

Reaffirmation of Student Status & Implementation of New Classification Policy for Admissions

A recommendation letter from Dr. Olion concerning the implementation of reaffirmation of student status and graduate classifications was distributed to attendees. Dr. Olion noted the following:

- New policies regarding student classification in admission categories will begin the first summer session of 2009.
- All students with degrees will be treated as graduate students in regards to policies.
- However, students currently paying undergraduate fees or teacher licensure, and professional development undergraduate will continue to pay undergraduate fees unless they chose to change their classification or they drop out and have to be readmitted. (*Currently there are 272 students in these categories. Students will be given an opportunity to change their status, which could give them an opportunity to obtain financial aid. Letters will be sent to all graduate students and information will be posted on the Graduate School website under "Frequently Asked Questions".*)
- The new classifications and policies will begin with new students beginning the first summer session.
- The first session of summer school will not impact the status of a student's financial aid and we will be able to bill these students appropriately.
- Students who are interested in classes such as swimming or dancing will be encouraged to go through Continuing Education.

Dr. Olion stated that he had completed a review of all of the graduate schools in North Carolina and compared what we were charging students for courses. He found that in comparison, FSU was about the least expensive.

The following responses were received from Dr. Olion's request for suggestions to strengthen The Graduate School and for incentives for graduate faculty:

- Dr. Van Cantfort suggested that the school provide a comparison list of fees for services.
- Dr. Harvey suggested a strong separation of The Graduate School from the Undergraduate School.
- Dr. Craddock suggested 1) a computer lab for graduate faculty or reserving a computer lab for graduate classes, and 2) minimum enrollment requirements for summer instruction should not be the same as undergraduate requirements.
- Dr. Wilson noted the problems caused by graduate faculty teaching undergraduate courses.
- Dr. Harvey noted that there were problems with graduate students who were unqualified.

Next Meeting

The next meeting of the Graduate Council is scheduled for Tuesday, April 21 at 2PM in the Multi Purpose Room #125 of the Continuing Education Building.

Adjournment

There being no other business, the meeting was adjourned.

Respectfully submitted,

Deborah Robinson

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Special thanks to Ms. Peggy Shropshire for her assistance during my absence by providing notes and a recording of the meeting. *Please forward questions or corrections to Deborah Robinson at d robinson@uncfsu.edu* . Thank you.