

GRADUATE COUNCIL MEETING

235 Butler Building
SOE Dean's Conference

October 28, 2008 • 12:15 PM – 1:45 PM

Presiding: Dr. LaDelle Olion, Chair

Upon arrival, attendees were given, for their review, a folder containing the meeting agenda, attachments and minutes from the last council meeting.

Call to Order

The meeting of the Graduate Council of the Fayetteville State University Graduate School was called to order by Dr. LaDelle Olion, Chair who also thanked Dean Lewis for the use of the facilities.

Roll Call and Introductions

Dr. Olion asked Ms. Robinson for a roll call and attendance was recorded.

Present: Dr. David Barlow, Dr. Charletta Barringer-Brown, Ms. Ramita Chitrakar Dr. Amy Craddock, Dr. Aminifu Harvey, Dr. Terrance Hicks, Dr. Ngozi Kamalu, Dr. Kim Kirkpatrick, Dr. Leontye Lewis, Dr. Pricilla Manarina-Leggett, Dr. Subir Nagdas, Dr. Mohsen Souissi, Dr. Assad Tavakoli, Dr. Thomas Van Cantfort, Dr. Dawn Wilson, Dr. Linda Wilson-Jones, and Dr. Jon Young

Absent: Dr. Geraldine Munn, Dr. Akbar Aghajanian and Dr. Bo Zhang

Overview of Graduate Council (Agenda attachment 1)

The overview was discussed and included the following:

1. Primary purpose of the Graduate School
2. Charge of the Graduate Council
3. Composition of the Graduate Council
4. Functions of the Graduate Council
5. Officers
6. Executive Committee
7. Standing Committees
8. Admission Committee
9. Program and Curriculum Review Committee
10. Student Affairs and Appeals Committee
11. Academic Policy and Evaluation Committee
12. Graduate Faculty Review Committee
13. Quorum and Voting
14. Parliamentary Authority

Dr. Olion reminded the Council we had in our history a centralized graduate school that had changed to a decentralized model. After much inquiry and discussion by the University system and FSU administration, he announced that it was decided that Graduate Studies would be changed to Graduate School.

Dr. Olion said the information in the overview provided was a part of what our policies had been at Fayetteville State all along with the main modification of our policies being the term Graduate School instead of School of Graduate Studies. Also, he said that the overview should provide the council members with information concerning what we are doing and what we are expected to do in regards to the Graduate School.

Dr. Olion stated that the composition of the Graduate Council was formed and council members were appointed after he consulted with the deans of the schools and colleges and the chairs. They in turn submitted the names of representatives which were presented to the Provost and Vice Chancellor, Dr. Young for consideration. Dr. Olion also stated 1) the vice chairperson would be elected by the Graduate Council and serve in the absence of the chairperson; 2) the secretary, Ms. Robinson, who holds a non-voting position and would be responsible for recording and maintaining the records of the council and; 3) as Chair, he would only vote in the event of a tie.

Dr. Olion explained the terms of council members. He noted that every year a third of the Graduate Council would rotate and members appointed for a one year term could be nominated for an additional term.

Due to poor participation by student members in the past which impacted the quorum, Dr. Olion recommended there be only one student representative on the Graduate Council.

Dr. Van Cantfort asked if there was a graduate student association. Dr. Olion stated many attempts had been made over the years to establish a graduate student association. At the last Graduate Council session, Ms. Kaity Parson was assigned the task to pull together a graduate student association. However, attempts have been unsuccessful, partly because we do not have many full-time graduate students. Most graduate students have full-time jobs. Attempts to go through AUTOS, an off campus group, were also unsuccessful. A draft of the work towards a graduate student association is on file and further efforts can be made by the Council if desired.

Dr. Barringer-Brown stated there was a need for a Doctoral Student Association and Dr. Barlow noted that most school programs should have a student association. However, Dr. Barlow agreed the main problem was the lack of full-time graduate students who would have time to participate in the Association.

Dr. Olion said students pay fees and he had been trying to find a way to have some of those funds allotted for graduate student activities.

Dr. Hicks suggested it be a graduate assistantship requirement that students be involved in the graduate student association. Dr. Olion agreed it was a good idea, however, he noted we had a difficult time finding qualified student to fill the 24 assistantship positions available.

Dr. Barringer-Brown agreed to head up an ad hoc committee to look into the possibility of graduate student association(s).

Dr. Olion stated among the things the Council needed to develop was the Graduate Faculty Handbook, Graduate School Handbook and Graduate Catalog.

Dr. Lewis said clear approval process information needed to be in the documents. Dr. Olion said the information would be in the catalog.

Proposed Committees and Chairs (Agenda Attachment 2)

Dr. Olion explained the proposed committees and chairs makeup as being one of diversity in order to cover all aspects of the various schools, colleges and was open to changes as needed. Several changes were suggested and a revised list was to be presented at a later date.

Approval of Minutes (Agenda Attachment 3)

The minutes from the August 19 Graduate Council meeting were reviewed. A motion was made by Dr. Craddock to approve the minutes and seconded by Dr. Lewis. The motion passed.

Appeal Update

Dr. Olion said the committee recommendation to deny [REDACTED] appeal was upheld. However, [REDACTED] was appealing another body at the University. Dr. Young said he would check and report on [REDACTED] status.

Proposals: New Course -CRJC 690 & 691, Independent Studies (Agenda Attachment 4)

Dr. Craddock presented and explained the proposals. A motion was made by Dr. Wilson to approve the proposal for CRJC690 and seconded by Dr. Kirkpatrick. After much discussion and clarification a vote was taken and the motion passed. A motion was made by Dr. Kamalu to approve a proposal for CRJC691 and to amend both proposals by adding the advisor to the order of approval and remove the dean. Dr. Harvey seconded the motion. The motion passed.

Announcements

Dr. Olion updated the Council on the new processing and procedures for Graduate Admissions. He said applications are now scanned and forwarded to the schools and colleges electronically which has cut down on paperwork lost in route and shortened processing time.

Additions to the Graduate School include an admissions counselor, and soon to be announced, assistant dean.

The Graduate School website is changing and evolving as we move forward. Forms are being revised and updated and information is changing as policies and procedures are updated and added. We are acquiring software to make forms fill able which will greatly enhance the admissions process.

Information concerning Spring Semester graduate assistantships will be sent out soon.

Faculty development money is available for those interested in doing research or attending workshops. Information can be found on the Academic Affairs website and the Graduate School website.

Other Matters

Dr. Craddock asked if there will be a graduate calendar. Dr. Olion said it may be possible for us to have a Graduate calendar on our website.

Dr. Leggett asked about the graduation registration process. Dr. Olion said the Graduation process is through the Graduate School office and not the Registrar's office thereby removing an unnecessary step.

Dr. Olion said the issue of degree seeking students being at FSU and being counted as undergraduate students was to be address across the board. Students will be blocked after 12 hours until they have been admitted.

Dr. Young said he felt we were on the right track with the re-centralization of the Graduate School and he realized there is a lot of work to do.

Dr. Van Cantfort asked about the rules for faculty applications. Dr. Olion stated that rules can be changed as needed by the Graduate Council. Dr. Olion said some questions needing to be addressed are:

1. Why should graduate faculty teach only 9 hours?
2. Should we consider incentives for faculty?
3. What do graduate faculty do that regular faculty does not? Are they doing research or publications?

Dr. Barlow suggested a cost analysis study.

Dr. Lewis said she felt all faculty members should be involved in research. Looking at where NC Tomorrow is moving, we are now requiring undergraduate students to be involved in research and so a stronger argument is needed –not just research.

Dr. Olion said the assistant dean will be working with both graduate and undergraduate research. Also, he said one of the reasons we have a graduate faculty is to insure and maintain quality standards.

Dr. Harvey said there is a real difference in how he teaches graduate versus undergraduate students and also in how he prepares them and in testing.

Dr. Lewis announced due to the revision the School of Education is going through, the MAT and NSA Program approval needs to be expedited as it has to go to the Faculty Senate by April 16 due to a deadline of June 30.

Adjournment

There being no other business, the meeting was adjourned.

Respectfully submitted,

Deborah Robinson

Graduate Council Secretary
Assistant to the Dean
Graduate School
102 Continuing Education Building
Fayetteville, NC 28301
910-672-1682

(Please forward corrections to Deborah Robinson at drobinson@uncfsu.edu)