

Fayetteville State University

GRADUATE COUNCIL MEETING
235 Butler Building
116 Continuing Education Conference Room

November 18, 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, handouts and the 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 and he thanked everyone for attending.

Roll Call and Introductions

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

Present: Dr. Akbar Aghajanian, Dr. Charletta Barringer-Brown, Dr. Aminifu Harvey, Dr. Terrance Hicks, Dr. Kim Kirkpatrick, Dr. Leontye Lewis, Dr. Pricilla Manarino-Leggett, Dr. Geraldine Munn, Dr. Subir Nagdas, Dr. Mohsen Souissi, Dr. Dawn Wilson, Dr. Linda Wilson-Jones

Absent: Dr. David Barlow, Ms. Ramita Chitrakar, Dr. Amy Craddock, Dr. Ngozi Kamalu, Dr. Assad Tavakoli, Dr. Thomas Van Cantfort, and Dr. Bo Zhang

Announcement of Assistant Dean of The Graduate School

Dr. Olion made the following announcement: Dr. Doreen Hilton is now the Assistant Dean of The Graduate School. She is a professor of psychology and a former chair of the Psychology Department in the College of Arts and Sciences. She will be concentrating on undergraduate and graduate research and publications.

Approval of Minutes (Attachment 1)

The minutes from the October 28th Graduate Council meeting were reviewed. A motion was made by Dr. Kirkpatrick to approve the minutes and seconded by Dr. Munn. The motion was passed.

Approval of Committee Membership (Attachment 2)

The Committee Membership list was review. Dr. Olion explained that there was some doubling up on some of the committees in order to have representation for school or college on every committee for diversity. A motion was made by Dr. Dawn Wilson and seconded by Dr. Pricilla Manarino-Leggett to approve. All were in favor of the motion and the motion passed.

Dr. Dawn Wilson asked if the Student Affairs Committee would be getting a description of duties and expectations. Dr. Olion said yes, that the descriptions are being reviewed and that he would get the information out to the committee members. (*Note: the Standing Committee descriptions are posted on The Graduate School website.*)

Role of Graduate School (*Booklet handout*)

Dr. Olion stated the following:

- We are a member of the Council of Graduate Schools (CGS), which is the largest professional organization that deals with graduate studies in the United States and the main offices are in Washington DC.
- Dues are approximately \$3500-\$4000 per year.
- As members we are advocates for graduate education across the country including graduate assistantships, research, governmental affairs, workshops (Dean's workshop, National workshop).
- As members we are privy to have interaction with persons from other graduate schools.
- As members we receive a discount for consulting services such as program review.
- It is a great opportunity for networking.
- We are one of the few HBCU's that belong to the CGS.
- What we do is based upon standards set by the CGS.

A booklet entitled *Organization and Administration of Graduate Education*, provided by the Council of Graduate Schools (CGS), was given to each council member. During a review of the booklet, Dr. Olion touched on such areas as:

- The purpose of the graduate school and the Council's role as advocates for graduate education
- Articulating a vision of excellence
- Quality Control
- Maintaining equitable standards
- Knowing the difference between Undergraduate and graduate education
- Why we need a graduate faculty
- Integrity, values, ethics and working with colleagues
- Structural Elements of graduate education

Dr. Olion highly recommended *Organization and Administration of Graduate Education* and stated that he had also sent a copy to the Chancellor and to Dr. Jon Young.

Dr. Olion mentioned that we also receive important information as members of the Southern Conference of Graduate Schools, a regional organization, and The Council of Historically Black Graduate Schools.

Dr. Aminifu Harvey noted that in the booklet it states the graduate council has legislative authority over academic matters pertaining to graduate degree programs. He asked what that relationship was with faculty senate. Dr. Olion responded that at Fayetteville State the approved program goes to the Provost. Then it is sent to the Academic Affairs Committee of the Faculty Senate. From there it goes to the full senate followed by a sign off by the Provost and the Chancellor. The process is lengthy so that it is understood clearly and across the board.

Dr. Olion stated that the rules may change, but currently the Graduate Council, as well as the Faculty Senate, "recommends" policy and procedures. The Provost and the Chancellor can overrule. It was stated that the working relationship between the Faculty Senate and The Graduate Council has improved with attendance by the president of the senate at both meetings and with the presence of the deans at Faculty Senate meetings.

Insurance for Graduate Students

Dr. Olion stated that currently, graduate students are not required to have insurance. However, recently, as understood, and based upon an initiative by President Erskine Bowles, it is being proposed is that all graduate students in the UNC system either show proof of medical insurance or get medical insurance by the fall of 2009. A contract is being negotiated with a insurance company. He said that many of the students want to have insurance through The Graduate School because it is cheap. He also stated there is a possibility that graduate assistants, research assistants and teaching assistants will be included. FSU is in the process of working out the details. Council members were asked to email Dr. Olion with their thoughts, concerns and ideas and he would articulate those feelings during discussions.

Potential Graduate Programs at FSU

Dr. Olion stated that graduate education is another area in which we will need to continually move forward and strengthen. He encouraged the council members to take program ideas to their deans.

Dr. Olion stated that efforts are being made to move forward the Environmental Studies Program which had to go back to the Academic Affairs Committee of Faculty Senate due to multiple changes in the proposal.

He said that other prospective programs are being reviewed; 1) A PhD in Psychology (5 year program) and; 2) the deans are in the process of putting together a list of possible master's in undergraduate programs for the next five years. He also mentioned Curriculum and Instruction, Environmental Studies and Intelligence Studies as degree programs that are being considered.

Dr. Olion mentioned that general administration is attempting to make the approval process easier for identified programs. Once the proposals leave FSU, the tentative plan is for disciplinary experts to review them before they go to the Graduate Council and on to the Board of Governors for review.

Report of Graduate Faculty Review Committee

Due to time constraints and the volume of paperwork pending review, a report from the Graduate Faculty Review Committee was not available. However, they hope to have a report ready by Monday or Tuesday.

Graduate Faculty Application Statuses

It was asked why five years of professional development and entire refereed publication history was required on the Graduate Faculty Application. Dr. Olion stated that we need to have support in reviewing the applications. He also said that we need to strengthen our standards for graduate faculty in the future.

Dr. Olion said that when we had a decentralized system, some of the council members had current graduate faculty approval. Because there was an approved system that operated and since those persons were given graduate status, he said we will accept and recognize those approvals as valid and those statuses will stand.

Dr. Olion also stated that efforts were being made to collect information from departments so as to obtain current status records. He acknowledged that Dr. David Barlow had been very helpful by providing a list of graduate faculty that included their status. He announced that he was in the process of reviewing persons who are teaching graduate classes. Those who do not have graduate faculty status will be contacted and reminded that in order to teach graduate classes they must

have graduate faculty status. Various discussions concerning qualifiers for graduate faculty status followed.

Faculty Development Funds

Dr. Olion reminded the council members of the grant monies available for faculty development. As chair of the committee, he urged them to submit a request within the next two weeks and pleaded for them to get a request to him no later than by Christmas break, especially with the current economic conditions. He reminded them that travel is limited to \$2,000 and that foreign travel is being considered. He also reminded them that he wanted to see some publications, research and reports to show from this funding. Dr. Olion mentioned co-authoring possibilities; Dr. Dawn Wilson stated that the business school had been confronted in this area by AACSB with issues concerning points.

Future Meetings of the Graduate Council (*Attachment 3*)

Dr. Olion announced that the Council did not have to meet each month, and as shown in the attachment, the third Tuesday of each month has been set aside, tentatively, as possible meeting dates. If the Council has nothing to consider, they will not meet. Some dates not used by the Council, are available for Executive Committee meetings (i.e.; summertime dates), or for emergency meetings.

Application Fees

It was noted that FSU has not changed admission fees in approximately 10-15 years. Currently all fees collected go into a general fund. Dr. Olion stated that The Graduate School is purposing that the admission fee increase from \$25 to \$35 and the money taken in be applied toward graduate school recruitment and marketing expenses.

Election of Vice Chairman

The floor was open for nominations for the position of Vice Chairman of the Graduate Council. After some deliberation by the Council, Dr. Hicks nominated Dr. Aminifu Harvey. Dr. Harvey agreed to the nomination. Dr. Geraldine Munn moved that Dr. Harvey serve as Vice Chair of the Graduate Council and Dr. Mohsen Souissi seconded. The motion was passed.

Adjournment

There being no other business, the meeting was adjourned.

Respectfully submitted,

Deborah Robinson

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