



GRADUATE COUNCIL Minutes

September 26, 2017

The Graduate Council met on Monday, September 25, 2017 at 2:00PM in room 311 of the Byrnes Building.

Graduate Council members present: Dr. Dirk den Ouden, Chair; Drs. Swann Adams, Drucilla Barker Bobby Brame, Jr., Cathy Brant, Maks Chruszcz, Rick Creswick, Maryah Fram, Sali Li, Konstantin Pollok, Tom Regan, Sirivatch Shimpalee, Scott White, and Matthew Owens, GSA Representative.

Graduate Council members absent: Drs. Heather Brandt, Matt Childs, Jean Ellis, Douglas Pittman and Kellee White.

Graduate School Representatives: Dr. Cheryl Addy, Dr. Murray Mitchell (Secretary), Dale Moore, and Wanda Barr

Provost Office Representative: Dr. Tena Crews

Guests: Dr. Hiram McDade (COMD), Dr. Kristen Starnes-Ott (Nursing), and Andy Graves (Office of the Registrar)

NOTE: These minutes will become final on October 23, 2017 if not challenged.

1. **Call to Order and Approval of Agenda** (Dirk den Ouden, Chair)
The meeting was called to order at 2:00 pm, and the agenda was unanimously approved.
2. **Approval of the [Minutes from August 28, 2017](http://app.gradschool.sc.edu/gradcouncil/minutes.asp)**. Approved actions by Graduate Council become effective 30 days after posting. A copy is available on The Graduate School website at: <http://app.gradschool.sc.edu/gradcouncil/minutes.asp>
3. **Report of the Chair** (Dirk den Ouden)
No report.
4. **Report of the Dean of Graduate School** (Cheryl Addy)
 - We have hired a new coordinator to replace a recent retirement – Tony Geary will officially start on October 16.
 - I noted at our last meeting that total graduate enrollment is down this fall. While the decrease among international students is certainly more than among US students (11% v 3-4%), this only

accounts for about half of the total decrease. We are exploring other possible reasons, including looking more carefully at two colleges with the largest decreases.

- Thanks to the Graduate School staff who have managed both the Graduate Student Information Fair and the Graduate School Open House in the past few weeks.
- Summer course schedule – please try to follow the standard course times for graduate courses – especially if you are requesting general classroom space. My impression is that few graduate students take more than one course at a time (other than in a few select programs that have a full load), so this is a campus issue, not a student-level issue. If you are scheduling courses for online delivery or to be taught in a space your unit controls, I am less concerned about the standard times. Also be cognizant of the enrollment periods with respect to GA appointments. To have GAs enrolled across the entire summer is definitely the best option with respect to “FICA exempt” eligibility.
- Related – I will make every effort to clarify enrollment requirements for summer GAs by early in the spring semester. Students applying for special enrollment/Z-status can request up to a full year at a time and doctoral students can be approved for two years with minimal justification.
- Dirk Murray and I met with the Associate/Assistant Graduate Deans Council last week. Much of the discussion focused on standard procedures for requesting and submitting letters of concurrence for course and curriculum proposals and for definitions and procedures for cross-listed courses. More to come on “meets with” courses.

5. Report of the Secretary of the Graduate Council (Murray Mitchell)

- Reminder to all: please sign in at the front door, and take a copy of the agenda for the meeting.
- Reminder to Council Members to find their Name plate as a courtesy to all members for us to get to know each other better.
- The Web Page has now been updated with the current Council members and membership for each of the standing committees, which are fully staffed—thanks to Libby Cross for updating that information.
- Committees will be busy with already 8 proposals pending for the Humanities Committee, and 17 proposals pending for the Science Committee (deadline is not until end of business on October 2, 2017).
- There are 22, 500/600 proposals before the Curriculum and Courses Committee that will be addressed, potentially for our next meeting.
- As mentioned by Dr. Addy, the Associate/Assistant Graduate Deans Council met, not as a replacement of the Graduate Council, but, as another conduit for sharing, receiving, and discussing issues surrounding graduate education at this university. As ever, as you interact with your colleagues, if there are topics that warrant attention by this Council, please share your thoughts.
- There is another group meeting on Friday, The South Carolina Graduate Deans Association. This is another body to share insights impacting graduate education around the state of South Carolina. So far, there are plans for 35 people from 10 institutions across South Carolina coming to the Clemson facility at Sandhills (on Clemson Road in Columbia).

- A couple of additional reminders:
 - Please confirm that instructors responsible for teaching graduate courses are Full, Associate or Term Appointment Graduate Faculty.
 - Reminder that assignment of “incomplete” grades should be rare and the result of circumstances beyond the control of students.
 - Please encourage students writing a thesis or dissertation to complete their format check early—not too soon to submit the document they use to propose their topic—it does not have to be a final version of the paper.
 - Programs of Study are expected, usually, by the second semester of enrollment.

Question about graduate students teaching 500/600 level classes.

- This can be supported, often in professional programs (e.g., teaching, athletic training, physical therapy, etc.), where professionals have a vita to support professional expertise. Please avoid having master’s level students (or doctoral students) teaching classes where there are other students in the class that are at the same level as the instructor.

6. **Report on Professional Development** (Heather Brandt)

Dr. Brandt was at a conference. Dr. Mitchell reported the following:

The “Shut up...and Write!” Workshops held this past weekend were well attended and successful.

Please note that announcements for upcoming workshops have been distributed by email to the Graduate Council and can be located on the Graduate School web pages in several places: (1) use the “About Us” tab in red; then the “Information Gallery” link for the Professional Development Flyer; and/or (2) Use either the “New & Current Students” or the “Faculty & Staff” red tab, then find the Calendar link for date, time, location, and sign up information for any of the multiple upcoming professional development workshops.

A listing of these workshops was also provided in the Minutes of our August 28, 2017 (link available on the Graduate School web site).

7. **Report of the Graduate Student Association Representative** (Matthew Owens)

Mr. Owens reported that GSA had a “Welcome Back” event last month that was attended by over 100 graduate students. Last week, GSA President Clint Saidy, met with President Pastides to discuss three main points:

- Student Health Insurance. UofSC pays 19% toward subsidies as compared to several peer institutions on average pay over 80% toward subsidies. President Pastides pledged to investigate and work on making this issue better for our graduate students.
- More access for graduate students to student ticketing and sporting events. 18% of graduate students are eligible based on their credit hours as compared to 95% of undergraduate students.

This issue will be addressed further with Dr. Edwards, Assistant VP of Student Life.

- Blurred lines between the relationship of GSA and Student Government. As it stands now, GSA falls under Student Government which is mainly composed of undergraduates. GSA President Clint Saidy, and Student Government President Ross Lordo will meet further to discuss how they can un-blur some of these lines.

8. **Report of the Academic Policy and Practices Committee** (Maryah Fram)

No report.

9. **Report of the 500/600 Level Courses, Distance Education and Special Courses**
(Murray Mitchell)

A listing of 500/600 Level Courses is presented to Council for informational purposes only.

EMCH 530 (3) Engineering Optimization (New Course Proposal; Spring 2018)

SLIS 534 (3) Knowledge Discovery Techniques (New Course Proposal; Spring 2018)

Distance Delivery Proposals

SLIS 534 (3) Knowledge Discovery Techniques (New Course Proposal; Spring 2018)

Special Topics Course Proposals

None at this time

10. **Associate Graduate Faculty Nominations** (Murray Mitchell)

Name: **Megan Cain** (DNP)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Gaye Douglass** (DNP)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Crystal Graham** (PhD)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Eboni Harris** (PhD)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Rachell Onello** (PhD)
Program: Nursing

Term: Fall 2017 – Fall 2023
Name: **Kimberly Priode** (PhD)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Phyllis Ann Raynor** (PhD)
Program: Nursing
Term: Fall 2017 – Fall 2023

Name: **Michael Wirth** (PhD)
Program: Nursing
Term: Fall 2017 – Fall 2023

These nominations received unanimous support by the Graduate Council.

11. Fellowships and Scholarships Committee (Scott White)

No report.

12. Report of Science, Math, and Related Professional Programs Committee (Rick Creswick)

Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

<https://www.sc.edu/programproposal/agenda/?id=31&code=GCO>

At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for “Committees”, then for the “Committee” called “Added to Grad Council agenda.”

- **NURS Major/Degree Program**, Masters of Science in Nursing Informatics, Nursing, New Major/Degree Program: Summer 2018
- **NURS 775** (3) Foundations in Nursing Informatics, Nursing, NCP: Summer 2018
- **NURS 777** (3) Nursing Informatics Practicum, Nursing, NCP: Summer 2018
- **PUBH Major / Degree Program**, DrPH in Biostatistics, Public Health, Terminate Program: Fall 2018
- **PUBH Major / Degree Program**, DrPH program in Health Services Policy and Management, Public Health, Terminate Program: Fall 2018

These proposals were unanimously approved by Graduate Council.

13. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Drucilla Barker)

Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site: <https://www.sc.edu/programproposal/agenda/?id=31&code=GCO>

At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for “Committees”, then for the “Committee” called “Added to Grad Council agenda.”

- **BADM Major / Degree Program**, AMBA, Business, Change to Major/Degree Program: Fall 2018
- **IBUS 727** (3) Economic Development and Global Strategy, International Business, NCP: Spring 2018
- **IBUS 728** (3) Risk Management and Security Strategies in International Business, International Business, NCP: Spring 2018
- **MGMT 731** (3) Negotiations, Business, NCP: Spring 2018
- **MGMT 732** (3) Learning with Leaders, Business, NCP: Spring 2018
- **MGMT 733** (3) Strategic Management of Technology and Innovation, Business, NCP: Spring 2018
- **POLI 752** (3) Policy Analysis II: Advanced Policy Analysis, Arts and Sciences, NCP: Spring 2018
- **POLI 769** (3) Environmental Policy and Management , Political Science, NCP: Fall 2018
- **PSYC 850** (3) Academic Interventions, Arts and Sciences; NCP: Spring 2018
- **RFMR Major / Degree Program**, Retailing, Master in Retailing, HRSM, Change in Program: Fall 2018
- **RFMR Major / Degree Program**, Retailing, Master in Retailing, HRSM, Change in Program: Fall 2019
- **SOWK 751** (3) Youth and Substance Use, Social Work, NCP: Spring 2018
- **SOWK 830** (3) Community – Engaged Research for Social Welfare and Social Change, Social Work, CCP: Fall 2018
- **SOWK 870**, Social Work, Terminate Course: Fall 2018
- **SOWK 871**, Social Work, Terminate Course: Fall 2018
- **THEA 784** (3) Teaching Internship in Theatre I, Arts and Sciences, NCP: Spring 2018
- **WGST 701**, Feminist Theory, Arts and Sciences, CCP: Fall 2018
- **WGST 702**, Arts and Sciences, Terminate a Course: Fall 2018

These proposals were unanimously approved by Graduate Council.

14. **Report of the Grievances, Appeals and Petitions Committee** (Swann Adams)
No report.
15. **Other Committee Reports**
No other reports.
16. **Old Business**
No old business.
17. **New Business**
No new business.
18. **Good of the Order**

- Friendly reminder to please remember to sign in if you have not yet done so, and to Council Members, please remember to pick up your name plate as a courtesy to other members as we

try to get to know each other, as Council members are seated at the table and guests are asked to sit on the perimeter.

- Also, please check with colleagues for issues surrounding graduate education warranting further study for possible intervention on behalf of this body.

19. **Adjournment**

The meeting was adjourned at 2:45pm.

Murray Mitchell, Secretary

CC:

Harris Pastides, President

Joan Gabel, Provost

Cheryl Addy, Vice Provost & Dean of the Graduate School

Deans

Department Chairs

Graduate Directors

Aaron Marterer, University Registrar

Elaine Belesky, Office of the Registrar

Andrew Graves, Office of the Registrar