

**Winthrop University Graduate Faculty Assembly**  
Minutes, Sep 19, 2014  
018 Kinard Hall

I. Call to Order at 1:02pm

Quorum = 25 – 38 Attending

II. Welcoming Remarks, Chair of Graduate Faculty Assembly

Malayka Klimchak

Malayka Klimchak welcomed and greeted everyone. Thanked Matthew Heard for serving as GFA parliamentarian and Keith Benson as GFA secretary.

III. Approval of minutes of the Graduate Faculty Assembly from April 25, 2014  
Minutes from Apr 25, 2014 GFA Meeting Approved and Passed

IV. Report from the Acting President, Provost and Vice President of Academic Affairs

Debra Boyd

Dr. Boyd welcomed and greeted the graduate faculty in attendance. Opened the floor for questions.  
Question from GFA members:

1. The University participated in the Great Colleges to Work For Survey, are the results going to be disseminated? Dr Boyd response, yes, should be disseminated in 2-3 weeks.

V. Report from the Graduate Council

Melissa Carsten

Announced three new graduate faculty: Dr. Guy Reel, Dr. Amanda L. Hiner, Dr. Duane Neff.

- **Graduate Council 2014 Priorities**

The four priorities of Graduate council this year are

1. Graduate Faculty Governance Bylaws – need to be reviewed and updated.
2. Electronic Voting – pilot tested last year. Will not eliminate face-to-face meetings but may be an important tool to improve efficiency. Here is proposed bylaws statement concerning electronic voting:

*“Curriculum action requiring a vote from the Graduate Faculty Assembly may be placed on an electronic forum for members to review and recommend for further discussion. Curriculum placed on the electronic forum may be voted on electronically if no recommendation for further discussion is registered within 7 days of initial posting to the online forum. Any recommendation for further discussion would cause the curriculum item to be placed on the agenda of the next GFA meeting where the matter would be discussed and voted on by members.”*

Question was raised about the difference between questions seeking clarification and request for further discussion.

Question was raised how to handle 500-level questions. Suggestion to include the word *only* before a vote was made.

Motion made, seconded and passed for this item to be placed on the agenda for discussion at the next GFA meeting.

3. Electronic Thesis – Winthrop University in the process of acquiring the software Digital Commons. This new software will allow electronic review and publication of theses
4. Curriculum Action Process – the revised process seems to be moving fluidly.

- **Curriculum Action required**

Motion from Graduate Council to approve two program modifications – please refer to the curriculum management system for justification and explanations

**Modify Master of Arts in ENGLISH Program With Thesis—Concentration in Rhetoric and Composition to**

1. **Change the foreign language requirement from 9 hours to 6 hours.**
2. **Allow a research substitution, such as programming languages or statistics for the foreign language proficiency**

Justification: Brings the foreign language proficiency requirement for graduation in line with our peer and competitor institutions, and is in line with trends reported by ADE departments. Allowing proficiency in research methods as a possible substitution will aid students conducting research in pedagogical, rhetorical, and new media areas; the evidence for such proficiency will be evaluated by the Departmental Graduate Committee for acceptability.

Question was asked if this modification applies to all three tracks. If passed it will. No further discussion and motion passed.

**Modify the Master of Arts in Arts Administration to add 1 year of professional work experience to the admission criteria.**

Justification: The program receives many applications from candidates who are just finishing Bachelor degrees and have no experience in non-profit arts organizations. The additional requirements will help to screen out those unqualified candidates.

Question asked if this is already happening. Response: This has been program's unofficial policy.

No further discussion and modification passed.

**Program modifications**

VII. Report from the Dean of the Graduate School

Jack DeRochi

1. Enrollment numbers for Fall 2014 are not finalized at the time of the GFA, but projections indicate most programs will see an increase in enrollment. There has been enrollment in some new certificate programs.
2. The Graduate School has switched to a new Customer Relationship Management (CRM) system to should make connecting with prospective students more efficiently.

3. New graduate assistant model has been implemented and overall has been a smooth transition.
4. The My Money Matters website is running. The goal of the website is to increase financial literacy of graduate students.

#### VIII. Unfinished Business

New GFA Time this year. Comment from a GFA member how this new meeting time takes another Friday out of the schedule Comment from GFA member of possibly videotaping President's and Dean, Graduate School reports for dissemination to GFA members at this time.

#### IX. New Business

There was no new business.

#### X. Announcements

The Faculty/Staff Party is September 19, 2014.

Next GFA 11/14/2014.

#### XI. Adjournment

Meeting adjourned at 1:57pm