

**Graduate Council**  
**August 27, 2013**  
**208 Thurmond**  
*Minutes*

Members present: Jennifer Jordan (COE, chair), Tom Stanley (CVPA), Megan Fleagle (CVPA, student), Tom Polaski (CAS), Marshall Jones (COE), Brent Cagle (CAS), Melissa Carsten (CBA, vice-chair), Michael Lipscomb (CAS), Ronnie Faulkner (Dacus), Spiro Shetuni (Dacus), and Toni Wooldridge (COE, student).

Guests present: Sue Lyman (GFA chair), Robbie Hampton (R/R), Maria D'Agostino (R/R), Gina Jones (R/R), Jack DeRochi (Dean, Graduate School), and April Lovegrove

- I. Announcements: April Lovegrove, Assistant to the Dean in The Graduate School to serve as Secretary.
- II. Minutes approved from the Graduate Council meeting on March 22, 2013.
- III. Report from the Dean

Graduate Assistantship Committee update: Charged by the Provost/VPAA, Dr. Debra Boyd to look over the GA award process, finances, applications, etc. The committee is preparing a new model that will hopefully address the concerns of all involved parties (Financial Aid, Student Financial Services, HR, Athletics, Academic Departments, Student Life, etc.). Departments and faculty will have opportunities to provide feedback to the committee this fall. The new model will need to be approved by the Provost and President. Dean DeRochi wants the model to be in place for recruitment purposes by early 2014.

Advisory Board of The Graduate School: The initial orientation meeting and seating of the newly formed Advisory Board will occur on Thursday, September 5, 2013. This board is set up to voice ideas, create and facilitate initiatives, and provide feedback from the community about graduate programs and needs. The Graduate Writing Fellows white paper is also being discussed and was well received by the Executive Committee. A list of advisory board members will be available after the orientation meeting.

Thesis Orientations: The Graduate School Office (GSO) will host two Thesis Orientation meetings this fall for students to walk them through what the thesis is, explain the institutional perspective of how it will be handled, and the process of printing/binding, etc. An online thesis submission process is in the works. Council discussed the ProQuest database and how it is used by WU currently and how it may be used for thesis submission. It is a student friendly process regarding open access, publication, etc. Thesis can be submitted for approval online as well. They are stored electronically and allow for sharing with potential employers, etc. In the meantime, the GSO will look over current process/document that is on the website to make sure that it is updated and share with programs to link.

Financial Literacy Grant: The project is being built this fall and will require help from faculty to encourage students to participate in the surveys. Their responses will be

anonymous but their participation will not. It is a "best practices" grant that will be published by Council of Graduate Studies. We have already been approached by a bank to underwrite this after the initial 2 year grant period. DeRochi asked that faculty to consider volunteering to have their classes participate in the program activities in the Spring semester.

Faculty Governance: DeRochi commented, as did Sue Lyman at last GFA, that this is a good year to ratchet up faculty governance and encourage everyone to be active and get some things moving forward. We can take advantage of the new president and new energy.

IV. Old Business

Petitions issue that Dr. Jordan introduced at the last meeting. It will be voted on at the next Graduate Faculty Assembly.

V. New Business

A. Dr. Jordan requested that the GC begin to think about where they really want to go this next year and to submit ideas, form possible sub-committees to encourage more involvement, address priorities, etc. Please bring ideas to the table for the next meeting.

B. Curriculum Action: Everyone is able to view the actions in the system using University login.

CHEM 525: Biochemistry Laboratory Techniques - Credit hours are being increased from 1 to 2 to reflect the current student work that is required from the one lecture hour and three lab hours that have been required for years. – **Approved.**

MUSR 698: Graduate Written and Oral Exams - Converting the present system of written notification to Records of completion of this requirement to be entered as a course requirement that will appear on DegreeWorks and on the transcript. – **Approved.**

NUTR 518: Medical Nutrition Therapy Laboratory – Add NUTR 526 as a corequisite as it is the lab portion of the course. – **Approved.**

NUTR 526: Medical Nutrition Therapy Laboratory – Drop NUTR 526 and replace with NUTR 518. – **Approved.**

NUTR 527: Medical Nutrition Therapy Laboratory – Modify: As part of the department's assessment program prerequisites for all courses were reviewed; prerequisites that were considered to be redundant were removed. NUTR 518 was added as a corequisite since it is the laboratory for NUTR 527. Other changes were editorial in nature. – **Approved.**

NUTR 528: Dietetic Internship I: Nutrition Therapy Inpatient/Acute Care - Minor editing was required due to the name changes of the accrediting body and dietetic association. – **Approved.**

NUTR 529: Dietetic Internship II: Outpatient Nutrition Therapy, Education, Wellness, and Consultation - Editorial changes were made due to the change of names of the accrediting body and the dietetic association. – **Approved.**

NUTR 530: Dietetic Internship III: Food and Nutrition Management - Editorial changes were made to the name of the accrediting body and dietetic association. – **Approved.**

NUTR 531: Dietetic Internship IV: Professional Development in Dietetics - Editorial changes were made involving the name of the accrediting body and the dietetic association. – **Approved.**

C. Program Changes: All approved.

VI. Future meeting dates.

September 13, Friday, 2:00 pm: Thurmond 208

October 25, Friday, 2:00 pm: Thurmond 208

December 3, Tuesday, 11:00 am (petitions only): Thurmond 208

February 7, Friday, 2:00 pm: Thurmond 208

April 4, Friday, 2:00 pm: Thurmond 208

April 29, Tuesday, 11:00 am (petitions only): Thurmond 208

VII. Graduate Petition Committee

The Petitions Committee had one petition to review and it was approved.