



## *Graduate Council Minutes*

**Thursday, August 31, 2017**

**3:00 – 5:00**

Present: Rashida Banerjee, Linda Black, Silvia Correa-Torres, Kathleen Dunemn, Paul Elwood, Mary Evans, Janel Greiman, Jennifer Harding, Chair, Angie Henderson, Rutilio Martinez, Carissa Reddick, David Shimokawa, Amra Mohammad, Michelle Miller, Jacob Skousen, Stephanie Wiegand, Mia Williams, Frances Braafhart, recording secretary  
Absent: Rick Adams, Achilles Bardos, Alan Morse, Jerry Suits

A quorum confirmed, Graduate Council meeting called to order at 1:05 p.m. Jenni Harding welcomed all and asked committee members to introduce themselves, their department and their favorite area of research.

### **I. Approval of Agenda**

Hearing no additions to the agenda, Jenni called for a motion to approve the agenda as presented. Achilles called for a motion to approve and Carissa seconded the motion. Agenda approved by vote.

### **II. Review and Approval of April 27, 2017 Minutes**

Council members reviewed the minutes from the last meeting of spring semester. Hearing no changes or correction to the minutes, Jenni called for a motion to approve. Mary called for a motion to approve and Kathy seconded the motion. Motion approved by vote.

### **III. Announcements**

#### **A. Dean's remarks – Linda Black**

Linda welcomed everyone back and thanked everyone for their willingness to serve on Council and to be available to serve in the role of guiding Graduate Council. Linda had the following updates:

- Graduate enrollment has increased in the last 3 years by 29%. Linda thanked faculty and Council members for all their work.
- The road ahead – take on HLC Tested experience vs. a terminal degree. The criteria for tested experience should fit/match the experience in the field or the category.
- The Graduate School is revamping the GTA Conference. We need faculty support and need faculty and students to tell us what we are doing well and what the Graduate School should do in relation to professional development. There will be discussion regarding Internships/Practicum credits and how the student is impacted. Students do not qualify for financial aid when doing an internship because they are not taking enough credits. The Graduate School would like to denote students as full time if they are in practicums or internships.
- Enrollment Update: Census is this Friday, September 1, 2017. Graduate enrollment is doing very well compared to other schools.
- The Graduate School will be sending out the student committee report to the college deans. The roster will provide the deans with the number of student committees their faculty currently serve on. Look at the list for accuracy and send any corrections to Linda Black.
- Every term the Graduate School sends out the Exit Survey to graduate students and the survey has produced great data. One of the big issues that has come up in the survey is surrounding advising. There are concerns regarding faculty and dissertation/thesis advising.

#### **B. Associate Dean Remarks – Cindy Wesley**

Cindy is very pleased to be here. Cindy's area of responsibility is student program terminations and student appeals.

- Cindy is also moving towards electronic dissertation and thesis; not only final submission but also preliminary drafts. Presentations will be in September about the process. The library encourages an electronic process. With the electronic process will also come plagiarism checker. Cindy will talk more in September about the process, what it will look like and the pilot that she will use.
- We had a successful GTA training. 257 teaching assistants attended the full day of training. Overall, the Graduate School received a very positive response. Some of the training sessions included – Title 9, how to use/access support on campus and teaching skills. The Graduate School will view other Professional Development models to use in the coming year and will also include Deb Romero of CCE and adjunct and teaching fellows to use as role models.
- The Graduate School Website: the site is being updated and will provide new links for good resources for teaching assistants. The Graduate School will also look at the support TA's are getting and how they are selected for awards.

### **C. Chair Remarks – Jenni Harding**

Jenni thanked all for this past year in Graduate Council. She thanked the Council for all their effort and work and the gains this group has made across the university. This Council decides what is important in Graduate Education here at UNC, and continues to work in areas to support our students and faculty. Jenni also added that you all are the Council and we want your opinion. She would like all voices heard. Graduate Council is the representative body for your departments/units. We want to know what your colleagues think and we want this group to take back information to your departments. Jenni shared some important information:

- The Bylaws say that if a Council member misses 2 meetings, they can be replaced.
- Jenni asked all to let her know what subcommittee they would like to serve: Standards or Program Review. If you have not sent your preference, Jenni will randomly assign you to a committee.

Jenni would like to discuss and decide on top priorities for 2017-18. Jenni will also continue discussion regarding the Compensation Letter. Provost Wacker will come to a Council meeting in September to have a conversation regarding the letter.

## **IV. Standing Committee Reports**

### **A. Faculty Senate/APC – Stephanie Wiegand**

Stephanie has agreed to represent Council for the 2017-18 academic year. Since the last meeting of the Graduate Council, Senate met on August 28<sup>th</sup>, August 18<sup>th</sup> (retreat), June 12<sup>th</sup>, and May 1<sup>st</sup>, 2017. Academic Policies Committee met also on August 28<sup>th</sup> and May 1<sup>st</sup>. Items of note are as follows:

- Provost Wacker and AVP Katrina Rodriguez attended the Faculty Senate Retreat. Members of the Senate had multiple questions for the Provost and AVP concerning recent events in Charlottesville, at Google, and elsewhere; the Senators were specifically concerned if UNC was ready to respond should unrest come to the UNC campus, and if responses from the University would come in a timely manner. Further, Senators were also concerned that political correctness not be taken too far so as to impede teaching in the classroom and challenging student's ideological beliefs as part of the academic curriculum. The Provost and AVP made assurances that UNC administration is aware of the issues and working on possible proactive and reactive responses.
- At the June meeting of the Senate a proposal was put forth to address parking fees and recreation center fees for faculty (that such fees should be eliminated). Chair of Senate referred the issue to the Salary Equity Committee to determine exactly how much revenue is generated from the fees and to research the costs of similar fees at other institutions.
- Faculty Senate Codification Committee continues to clean up language in Board Policy and University Regulations. They currently completed updating Article 8.
- Academic Policies Committee continues to work on updating and clarifying catalog language. Much of this work is concerning the undergraduate catalog (items only pertaining to undergraduates). They are, however, planning to work on the Academic Appeals language and process.

### **B. Standards Committee –Rutilio Martinez**

Rutilio was not able to attend the meeting so Linda Black provided an overview of this committee. This is a hardworking committee and does a lot of work electronically in the review of faculty applications for GF/DRE/EGF. This group makes sure faculty are up to date with their faculty status. Rutilio will bring a slate of applications reviewed to the full committee for review and approval.

### **C. Program Review Committee Report– Mary Evans**

This group will provide recommendations/comments regarding 5-year Comprehensive program reviews. They provide this commentary to the Graduate Dean. Program Review committee also meets electronically. Linda indicated that this year this group may be receiving a lot of work this year.

**D. GSA Representative – David Shimokawa**

David has organized a number of events so graduate students can meet other students from other programs. GSA wants to create a greater sense of belonging. This year GSA sponsored a lunch, social event and city tours after the GTA Conference. David also shared that this was the largest gathering of graduate students at Convocation. David is currently working on organizing a student service center. The next grant cycle is set to open September 4 – 22. This is the 2<sup>nd</sup> cycle for grant awards to assist graduate students in conference attendance or presenting at conferences.

**E. Assessment Council: Mia Williams**

Assessment Council is a collection of people across campus and from all colleges. This groups looks at UNC learning objectives with the final version expected out this year. Call for Assessment grant proposals will be announced this term.

**F. Professional Educational Council (PEC): Mary Evans**

**G. Library Representative – Stephanie Wiegand**

University Libraries are very pleased to announce the addition of SAGE Research (SRM) to the resources the Libraries provides for campus. SRM is resource that will be primarily of interest to graduate students and faculty. Sage provides material to guide users through every step of the research process. Content includes over 1,000 dictionary and encyclopedia entries, book chapters, full books, journal articles and the complete Quantitative Applications in the Social Sciences (Little Green Books) and Qualitative Research Methods series (Little Blue Books). Also included are case studies, a “which test” application (that helps students determine which statistical test is needed for their data), and a project planner to assist researchers at every stage of the research process. Training on using the tool will be available on Sept. 19 from 9:30-10:30 a.m. and again from 12:30-1:30 p.m. in Michener 335.

**V. Old Business: Provost Compensation Letter**

Jenni reported that the Compensation Letter and a request for a meeting with Provost Wacker was sent via email in May. Provost Wacker is coming in September to have a conversation with Council. Jenni asked the group to break out into groups of 3 to talk about the compensation letter and what else we should add and what you like about the letter. Suggestions:

- Rick Adams suggested adding a comment about summer courses taking graduate students from doing research.
- David mentioned that graduate students are behind professors compensated for dissertation committees. Concerned that some faculty do not want to be part of student committees because of no compensation.
- Jerry asked that an addendum be added to the compensation letter listing examples of faculty being stretched too far and not being compensated.
- Mia asked to include graduate student perspective and give examples of their concerns.
- Linda suggested a menu of which faculty could choose from such as, course release, compensation, etc. and be as flexible as possible and equitable.
- Silvia feels the bigger issue is no writing center that students can use for help and support.
- Rashida suggested inviting colleagues from past Councils to articulate this situation and invite them to assist with the language for the letter. Also invite past Council members to take part in the conversation with Provost Wacker.

After some discussion, it was decided that an addendum would not be added to the compensation letter; however, if anyone has specific examples they would like to share, they can share during the conversation with Provost Wacker and Council can do a follow-up after the conversation.

Jenni thanked the committee of Rashida Banerjee, Angie Henderson, Jennifer Ritchotte, Paul Elwood and Jenni Harding who worked on the Compensation Letter that went to the Provost.

**VI. New Business/Action/Discussion Items**

**Graduate Faculty Guidelines & Responsibilities**

This discussion tabled for a future meeting. Linda Black emailed a current copy of the Graduate Faculty Guidelines to all Council members. Please be ready to discuss at the next meeting.

### **Top Priorities for 2017-2018**

Council members broke out into small groups to discuss what they would like to see as Councils top priorities for 2017-18.

#### **Kathy and Rashida:**

- Close the loop on Intellectual Property Rights
- Resolution on a Writing Center – support for Graduate students

#### **Alan:**

- Graduate writing center: grants/funding for editors
- Research culture: research speaker series for professors and grad students
- Institute for development of ideas

#### **Jacob, David and Stephanie:**

- Graduate student writing
- Additional graduate assistance positions
- More grant \$ for graduate students (conferences, etc.); currently only available to fund 50% of requests
- Opening access to graduate faculty / expertise
- Allowing committee members from other institutions
- Counseling graduate students on expectations of their advisor and committee members (how quickly emails will be returned; how quickly a committee can review writing; the responsibilities of the graduate student, etc.)
- Compensation and workload issues

#### **Carissa:**

- Writing Assistance – writing fellows from each college or representatives from specialized fields.
- Testing Center on campus for undergrads and graduate students
- Emeritus Graduate Faculty representation on committees
- Support and space for graduate students – Campus Commons?

#### **Janelle, Michelle, David:**

- Support for graduate student writing
  - Doctoral students
  - Higher-level people to help students. Able to edit at a higher level than that expected of an undergraduate student.
  - Grammar support for international students.
- More transparency in graduate school process
  - Policy making process.
- Civility/Honor Code - Part of orientation

### **VII. Adjournment**

Jenni called for a motion to adjourn. Angie motioned to adjourn and Achilles seconded the motion. Graduate Council adjourned at 3:00 pm.

Respectfully Submitted,



Frances Braafhart, Recording Secretary