

**Graduate Council**  
**March 22, 2013**  
**208 Thurmond**  
**Minutes**

Members present: Stevie Chepko (COE, chair), Jennifer Jordan (COE, vice-chair), Brent Cagle (CAS), Gary Alderman (CAS), Ronnie Faulkner (Dacus), and Melissa Carsten (CBA)

Guests present: Jack DeRochi (Dean, Graduate School), Sue Lyman (GFA chair), Gina Jones (R/R), and Robbie Hampton (R/R)

Before opening the meeting, Dr. Chepko made the following announcements:

March 22<sup>nd</sup> is the last official meeting of Grad Council for the 2012-13 academic year, though there will be a meeting regarding graduate petitions on April 23, at 11:00 in 208 Thurmond.

The next meeting of the Graduate Faculty Assembly will be April 19, immediately following Faculty Conference in Barnes Recital Hall.

II. Minutes from GC Meeting on February 1, 2013, were approved. Dr. Chepko conveyed a request from the Graduate Faculty that Dean DeRochi post the "Table Data" that relates to Thesis Compensation. They are attached below as part of these minutes.

III. Report from the Dean

Graduate assistantship assignments and distributions

Dean DeRochi told Graduate Council that Vice President Boyd does not want to pursue any realignment of Graduate Assistantships for the 2013-14 academic year. However, recognizing that the Colleges of Education and Business Administration took that largest cut in GAs, the Graduate School will be offering those colleges \$5,000 each in additional scholarship money. Dean DeRochi went further to say that a "Committee on Graduate Financial Assistance" has already been formed, which will begin work immediately on the new model for funding graduate assistantships. His goal is to have this plan firmly established next year in time for recruiting prospective students for the 2014-2015 academic year.

Compensation Discussion Dean's Council

Given that "Academic Misconduct at the Graduate Level" has remained an item for ALC, Dean DeRochi has not yet brought forward Thesis Compensation as a subject to consider. However, VP Boyd is aware of the topic, and Dean DeRochi foresees placing that item on the ALC Agenda in the coming weeks.

Academic Misconduct at the Graduate Level

Following a meeting with the Dean of Students, Dean DeRochi has modified the most recent draft of new guidelines that relate to Academic Responsibility. In summation, the Dean of Students requests that we remove "violation of professional standards" as a reason for dismissing a student from a graduate program because such violations outside the purview of a class or academic program cannot be adjudicated by Winthrop. In other words, in terms of establishing "the facts of the case," Winthrop can only adjudicate cases directly connected to an academic program. For example, if a student certified to teach in North Carolina and currently pursuing an MEd at Winthrop violates a standard at her place of work in NC, the College of

Education (and Winthrop) cannot adjudicate that violation of professional standards. Once the student's employer has found the student responsible for such a violation, then the graduate program and college may begin the process to remove the student from the graduate program. In this case, the state agency (or employer) establishes "the fact" of the case, in the same way that Judicial Council would for a case specifically involving academic misconduct.

Dean Marlowe also indicated, however, that the definition of "Academic Misconduct" is very broad. Most violations of professional standards during a class meeting or related to a student's work in a graduate program can, most likely, be adjudicated by Winthrop as academic misconduct. .

#### Writing Fellows Program

DeRochi discussed a new program that is being developed where graduate students who demonstrate exemplary writing skills receive \$1,000 fellowships. In return for these fellowships, these students organize and facilitate writing groups for peers in their specific discipline throughout the semester, helping those peers who are not as strong at writing at the graduate level. In addition to meeting with the writing group once a week, these Writing Fellows will arrange for list serve and other online means of writing support and peer feedback. This program will help programs retain their students in addition to offering further financial support for deserving students.

#### Celebration Reception for Graduating Students

DeRochi announced the official date and time for a "Celebration Reception" for all graduates from our graduate programs this spring. The wine-and-cheese reception will be on Tuesday, April 30 at 6:00. Graduates are welcome to bring a guest as well as invite the faculty member most influential in their academic success.

### III. Old Business

#### Recommendations on the Petition Process

Melissa Carsten brought forward some specific recommendations from the ad hoc subcommittee regarding the Petitions Process. A lengthy discussion ensued regarding the role of college-level review of petitions versus institutional review by Graduate Council. The recommendations were approved by Graduate Council, pending a couple of revisions. The proposal has been revised and is included as part of these minutes. The proposal (attached below) will be forwarded to Graduate Faculty Assembly for approval.

#### Discussion Regarding Graduate Faculty Status

Brent Cagle presented points from the subcommittee's preliminary work on graduate faculty status. In general faculty would prefer either fewer meetings or meetings that focus on issues and not announcements. Grad Council then discussed ways to create agendas at GFA meetings that would engage faculty more in faculty governance. Conversations at GFA could inform future discussions at Graduate Council. The subcommittee also recommended inviting graduate faculty to Graduate School Functions to increase interest and involvement; the committee liked the meetings that were followed by brief social gatherings.

### IV. New Business

A. Melissa Carsten was elected as of vice-chair for Graduate Council.

- B. Curriculum Action
1. ARTA600 – Principles and Practices of Arts Administration: Modification in the evaluation of the course. **Approved**
  2. ARTA610 – Leadership, Management, and Organization Structure: Modification in the evaluation of the course. **Approved**
  3. ARTA620 – Marketing the Arts: Modification in the evaluation of the course. **Approved**
  4. ARTA630 – Financial Analysis, Budgeting, and Fiscal Management: Modification in the evaluation of the course. **Approved**
  5. ARTA640 – Sustainability: Funding, Development, & Grants: Modification in the evaluation of the course. **Approved**
  6. ARTA650 – Arts Administration and the Law: Modification in the evaluation of the course. **Approved**
  7. ARTA660 – Community Engagement: Modification in the evaluation of the course. **Approved**
  8. ARTA670 – Policy and Advocacy: Modification in the evaluation of the course. **Approved**
  9. ARTA685 – Field Based Practicum: Change in course description; goal identified; & change from s/u to graded. **Approved**
  10. ARTA686 – Field Based Practicum II: Change in course description; goal identified; & change from s/u to graded. **Approved**
  11. ARTA695 – Thesis Research: Change in course description; goal identified; & change from s/u to graded. **Approved**
  12. ARTA696 – Thesis Research II: Change in course description; goal identified; & change from s/u to graded. **Approved**
  13. MGMT522 – Management and Marketing: Change in course description; goal identified; & change from s/u to graded. **Approved**

- D. Other
- There were no other announcements or updates.

- V. Graduate Petition Committee (meets immediately following Graduate Council)
- A. The Petition Committee has six petition requests. Graduate Council approved five of the six requests and tabled one request. The chair of Graduate Council was directed to return the tabled petition to the appropriate college and request additional justification and support for the granting of the petition. The Graduate Petition Committee will meet one more time on April 23, 2013 and review any new petitions along with the tabled petition.

## **Proposed Revisions to the Graduate Petitions Policy**

The goal of reviewing the current petitions policy was to ensure that the process was streamlined for students, and to reduce the overall number of petitions that are reviewed by the graduate petitions committee each semester. A sub-committee of Graduate Council collected benchmark data by reviewing the policies of universities similar to Winthrop, and devised a number of recommendations based on their results.

While the graduate petitions committee receives petitions for many different things, we are only making recommendations regarding petitions for extensions to the “6-year rule” (see below). These petitions make up more than 60% of the petitions reviewed by the committee each month and our goal is to make this process faster and easier for students, faculty, and administration.

### **Petitions for extensions on the 6-year rule**

Currently, the rule states the following: “All work to be counted on the degree, including transfer work, must be completed within the 6-year period immediately prior to the conferring of the degree.”

1. We recommend the following stipulations on this policy:
  - a. Petitions requesting up to a 3 year extension to the 6-year rule would be reviewed and approved at the college level (i.e., with appropriate signatures by the student’s advisor, department chair, and graduate director or dean). Petitions requesting more than a three year extension must also be approved by the graduate petitions committee (see below). If the petition is denied at the college level, the student may have the option of appealing to the graduate petitions committee.
  - b. If approved, the student would be granted an extension for the entire academic year. This will alleviate the need for the student to submit multiple petitions in a single year.
  - c. To reduce the number of repeat petitions, students who seek a multi-year extension are encouraged to submit only one petition indicating the total number of years they need included in their extension. However, the body that approves the petition at the college level (i.e., the student’s advisor, department chair, and graduate director or dean), may decide to grant an extension of fewer years than that which is requested by the student.
  - d. Petitions requesting extensions that exceed a three year period (i.e., course work completed more than 9 years before the conferring of the degree) must be approved by **both** the college (i.e., with appropriate signatures by the student’s advisor, department chair, and graduate director or dean) and the graduate petitions committee. If the petition is approved at the college level, the student’s advisor, department chair, or graduate director or dean must provide sound justification for supporting the student’s request either in writing (addressed to the graduate petitions committee) or in person at the monthly meetings of graduate petitions committee.

**COLLEGE OF ARTS AND SCIENCES  
SUMMARY OF  
THESIS AND RESEARCH PROJECTS  
AND  
FACULTY COMPENSATION**

<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>
<b>MS Biology</b>	The Master of Science in Biology is a 30 hour program; the program may be taken with or without a thesis.	Students taking the thesis option enroll in BIOL 695, 696, and 697 (7 hrs) under a faculty member in the department. In addition each student has a 3 member thesis committee. <b>The faculty who supervises the thesis receives reassigned time at the rate of 1 hr reassigned time for each 3 hr course (695 and 696). Nothing for 697. The other committee members are not compensated at all.</b>
<b>MA English</b>	The Master of Arts in English is a 36 hour program; the program may be taken with or without a thesis.	Students taking the thesis option enroll in ENGL 695 and 696 under a faculty member in the department. <b>No compensation or reassigned time is given to the faculty member for thesis supervision.</b>
<b>MA History</b>	The Master of Arts in History is a 30 hour program; the program may be taken with or without a thesis.	Students taking the thesis option enroll in HIST 695 and 696 under a faculty member in the department. <b>No compensation or reassigned time is given to the faculty member for thesis supervision.</b>
<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>

<b>MS Human Nutrition</b>	The Master of Science degree in Human Nutrition is a 30 hour program; the program may be taken with or without a thesis. Three students completed a thesis in 2011-2012.	Students taking the thesis option enroll in NUTR 695 and 696 under a faculty member in the department. <b>No compensation or reassigned time is given to the faculty member for thesis supervision.</b>
<b>MLA</b>	The MLA Director supervises all MLA Capstone projects and receives one course reduction for the academic year. The supervision includes scheduled class meetings that cover the main structure and writing of a major research project. All MLA students must enroll in the Capstone course (LART 604; it is a 3 credit course) and must complete the project in order to graduate.	Each Capstone student is requested to seek out a faculty reader. This person provides suggestions for research, but does not evaluate the writing itself. <b>The MLA Director provides a formal letter of appreciation to each faculty reader and gives them a \$50.00 restaurant card as a small token of thanks.</b>
<b>MS School Psychology</b>	The MS in School Psychology (36 hour program) is a three-year, full-time graduate training sequence leading to the Specialist in School Psychology degree (36 hour program). The interim MS in School Psychology degree is awarded at the end of the second year. No thesis or research project is required.	N/A
<b>Specialist in School Psychology (SSP)</b>	See above. No thesis or research project is required.	N/A
<b>MSW</b>	The Masters of Social work does not have a traditional thesis requirement, but students are required to take a three-credit capstone course where they formulate a substantive paper related to their individualized theoretical and methodological orientation to social work practice. Students also formally present essential aspects of their paper to fellow students, faculty, and agency field instructors.	Instructors for the capstone course facilitate this process for approximately 15 to 17 students. <b>The assignment for instructors constitutes 3 credit hours.</b>
<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>

<b>MA Spanish</b>	The Master of Arts degree in Spanish is a 30 hour program; the program may be taken with or without a thesis.	Students taking the thesis option enroll in SPAN 695 and 696 under a faculty member in the department. <b>No compensation or reassigned time is given to the faculty member for thesis supervision</b>
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**COLLEGE OF VISUAL AND PERFORMING ARTS  
SUMMARY OF  
THESIS AND RESEARCH PROJECTS  
AND  
FACULTY COMPENSATION**

<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>
<b>ARTT 695</b>	This is tied to the MFA program. ARTT 695 focuses on writing the thesis and is a stand-alone course; therefore, it is part of the faculty load. No additional compensation is provided.	Part of faculty load as a course assignment.
<b>ARTS 696</b>	The college tries to tie the thesis project to ARTS 696 which a major professor supervises.	Major professor receives \$500 per student. No additional members of the thesis committee receives compensation.
<b>MAAE</b>	This program has added a written component course for the thesis, but no one has completed a thesis at this time.	The issue of compensation needs to be address.

**COLLEGE OF EDUCATION  
SUMMARY OF  
THESIS AND RESEARCH PROJECTS  
AND  
FACULTY COMPENSATION**

<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>
<b>MEd – Special Ed</b>	Program has a required thesis for 3 credits.	No faculty compensation is provided.
<b>Med – C &amp; I</b>	Program has a thesis option for 3 credits.	No faculty compensation is provided.

<b>MS in SPFA</b>	<p>Program has either a research project or thesis option. Advance candidates pay for 3 credits under the research project option and 6 credits under the thesis option. For the research project option, there is research project advisor and a reader. The project advisor has the major responsibility for the project. The thesis committee consist of a chair and two other individuals. All three participate in the process with the major responsibility falling to the chair. Students enroll in specific sections of research project (SPFA 691) under the faculty advisor's name. Students completing a thesis enrolled under thesis chair's name for both SPFA 695 and 696. No reassigned time is provided.</p>	<p>Faculty members serving as research project advisors receive \$150. The chair of the thesis committee receives \$300. Neither the reader of projects nor committee members for thesis receive any compensation. There is a total of 6-8 students completing thesis or research projects each year.</p>
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**COLLEGE OF BUSINESS ADMINISTRATION  
SUMMARY OF  
THESIS AND RESEARCH PROJECTS  
AND  
FACULTY COMPENSATION**

<b>Program</b>	<b>Thesis/Research Requirement</b>	<b>Faculty Compensation</b>
	COB has no thesis or research project options.	