

GRADUATE COUNCIL
Minutes
November 30, 2006
3:30 p.m., Hoggard - 116

Council members present: Drs. Jones, Graham, Grindlay, Janicki, Kuiper, Mechling, Pabst, Seaton, and Waxman. Ex-officio attending: Mr. Hayes, Ms. Muscle, Dr. Webster attended for Dean Cordle. Guests: Drs. Hossfeld, Imperial, Maume, and Sandell. Dean Roer presided.

I. Approval of minutes of November 1, 2006: The minutes of November 1, 2006 were approved with one correction, the MIS courses should be listed under the Cameron School of Business instead of Computer Science.

II. Announcements: The following announcements were presented by Dean Roer.

- **Graduate Faculty Update:** Graduate faculty who have been approved since the last Graduate Council meeting were:
 - Cameron School of Business:** Allison Evans, three-years;
 - College of Arts and Sciences**
 - Department of Political Science: Daniel Masters, three-years
 - Department of English: Eleanor Byington, one-year; Paula Kamenish, five-years; Lewis Walker, five-years
 - Department of Sociology & Criminal Justice: Christina Lanier, three-years
 - Department of Creative Writing: Robert Siegel, five-years; David Gessner, five-years
 - Department of Communication Studies: Anita McDaniel, three-years
- **Graduate Student Association:** Ms. Muscle, GSA president updated the Council on upcoming GSA events.
 - Participation in World Aids Day
 - Updated graduate student computing center in the library
 - Interdepartmental Symposium on how to go about applying for and attending graduate school

III. Old Business

Program and Curriculum Committee

MS in coastal and ocean policy – intent to plan: The Program and Curriculum Committee presented the MS in coastal and ocean policy intent to plan for approval by the Graduate Council. Following discussion the Council voted to approve the motion. The intent to plan will go before the UNCW Administrative Cabinet. Pending approval by the Administrative Cabinet and General Administration, UNCW will have one year to complete the request to establish.

MA in criminology and public sociology – request to establish: The Program and Curriculum Committee presented the MA in criminology and public sociology intent to establish for approval. Discussion followed concerning some minor questions/revisions from the Program and Curriculum Committee. The committee questioned the transfer credit policy and why no transfer credit would be allowed in the current proposal. The Council suggested that the department should be more flexible and use the general Graduate School policy which states that six hours of transfer credit may be applied upon approval by the department. The departmental representatives agreed and will incorporate the transfer credit statement into the proposal before it is transmitted to General Administration. The proposal was approved and will be forwarded to the Office of the Provost and Vice Chancellor for Academic Affairs for transmittal to General Administration.

IV. New Business

Policy and Planning Committee assignment

GRC 600 policy revision – Continuous Enrollment: Dean Roer requested that the Policy and Planning Committee look at the current policy regarding continuous enrollment and come back to the Council with a revision to address what happens after a student has completed the two semesters of GRC 600 and still has not completed their program of study. The following was distributed to the committee:

CONTINUOUS REGISTRATION POLICY

For graduate students in programs that require a thesis:

If you have finished all of your course work including all of the required thesis hours to complete the degree you should follow one of the following actions. In any case you should not register for more than the maximum number of thesis hours that are required to complete your degree.

- 1) Students who will continue to use university resources in completing their degrees must enroll in and pay tuition and fees for one hour of continuous enrollment (GRC 600, Graduate Continuation). This enrollment will be charged at the rate consistent with one credit hour of extension tuition and fees. These hours will not count toward the degree and will carry a different course number than those thesis courses that are included within the hours designated for the degree. Graduate students who need to register for GRC 600 must do so through the Graduate School.
- 2) Students who will not use university resources should apply to the Graduate School for a leave of absence. Students choosing this option must file a formal petition for a leave of absence that states that they will not use university resources during the leave period.

For graduate students in programs that do not require a thesis:

If you have finished all of your course work for the degree but have not taken your comprehensive exam you must enroll in GRC 600 to continue in the graduate program or request a leave of absence from the Graduate School.

Leave of absence guidelines:

If a graduate student requests and is granted a leave of absence, reenrollment must occur in the term agreed to in the leave request. If a student fails to continue in the agreed upon term, then he/she must reapply for admission. In all cases, course work must be completed within five years of first enrolling in a graduate degree program.

Graduate students must be enrolled in the term in which they complete their graduate work or are scheduled to receive their degree.

Regardless of the course of action selected, all graduate students must either 1) be enrolled in thesis preparation courses for credit; 2) be enrolled in continuous registration (GRC 600); 3) be enrolled in a course for credit in their program of study in the term in which they receive their degree.

Graduate students not complying with the policy stated above will be notified after the drop/add period has expired and will have 10 working days to comply with the policy or face possible dismissal from graduate study.

Please contact the Graduate School (Burney Support Center, 962-4117) for clarification or more information.

FULL-TIME STATUS

Graduate-Regular Term

Full-time status requires a minimum enrollment of nine credit hours. However, a graduate student may also be considered full-time when enrolled for less than nine hours if the student: 1) holds a full (20 hour) teaching or research assistantship and is enrolled in five or more hours, 2) holds a partial (less than 20 hours) teaching or research assistantship and is enrolled for seven or more hours, 3) is enrolled for one to three hours of research (BIO 698), thesis (599) or dissertation (BIO 699) work, 4) is enrolled in GRC 600 (continuous enrollment), 5) is enrolled in PSY 598 (Internship), or 6) is enrolled in NSGL 594 (Clinical Practicum) or NSG 595 (Education Residency). Half-time status begins with at least four and a half (4.5) credit hours. **A student may not enroll beyond two terms of continuous enrollment (GRC 600). Summer counts as one regular term.**

Graduate-Summer Term

A graduate student in good standing, who is pre-registered for the following fall semester, is not required to enroll during the summer to maintain status as a graduate student and retain privileges for access to campus facilities. Full-time status, however, requires a minimum enrollment of four credit hours. A student may also be considered full-time when enrolled for less than four hours if the student: 1) holds a full (20 hour) teaching or research assistantship and is enrolled in two or more hours, 2) holds a partial (less than 20 hours) teaching or research assistantship and is enrolled for three or more hours, 3) is enrolled for one to three hours of research (BIO 698), thesis (599) or dissertation (BIO 699) work, 4) is enrolled in GRC 600 (continuous enrollment), 5) is enrolled in PSY 598 (Internship), or 6) is enrolled in NSGL 594 (Clinical Practicum) or NSG 595 (Education Residency). One to three hours of thesis work may also qualify the student as half-time if approved in writing by the graduate dean. **A student may not enroll beyond two terms of continuous enrollment (GRC 600). Summer counts as one regular term.**

V. Other

International MBA program in Europe: Dr. Graham briefed the Graduate Council on a proposal that will be coming from the Cameron School of Business regarding the implementing of the IMBA program (international MBA). This will be an exchange of approximately 25 students between UNCW and four or five other European schools. Our students would spend one semester at one of the schools in either Spain, France, Germany, or Great Britain. Students from the European school would also come to UNCW for a semester of study. This will be forwarded to the Program and Curriculum Committee for the January Graduate Council meeting.

VI. Adjournment: Meeting adjourned at 4:05 p.m.