Office of Graduate Education
Graduate Council Meeting
Wednesday, February 8, 2012
3:30 p.m.
K. E. White Graduate Center, Room 114A

Minutes

The Graduate Council met for its regular meeting on Wednesday, February 8, 2012 at 3:30 p.m. in the K. E. White Graduate Center, Room 114A. The meeting was called to order by Dr. Paula S. Viltz, Chair, at 3:30 p.m.

Members Present: (18) Dr. Harry Bass, Dr. Kimberly Fitchett-Bazemore, Mr. Vincent Beamon, Ms. Deborah Branch, Dr. Farrah Chandler, Dr. Charles Cherry, Dr. Saundra Copeland, Dr. John Dixon, Dr. Kenneth Jones, Dr. Murel Jones, Dr. Cheryl Luton, Dr. Jeanne Marquitz, Dr. Gloria Payne, Dr. Jeffery Rousch, Dr.W. Eric Thomas, Ms. Illiana Thomas, Dr. Paula Viltz, and Dr. Shelia Williams.

Guest Present: Dr. Ebere Oriaku

Staff Present: Dr. Miles Fisher, Project Coordinator, HBCU Masters Degree Program Grant, Ms. Amy Jo Spencer, Community Liaison-Coordinator for Graduate Education, and Mr. George Cox, Recruiter.

Minutes of the December 7, 2011 Meeting: A motion to approve the minutes of the Graduate Council Meeting on December 7, 2011 was made by Dr. Cheryl Luton and seconded by Dr. Charles Cherry. The minutes were approved by a majority vote.

May 2012 Graduate Student Graduates: Dr. Viltz indicated that there were sixteen (16) graduate students who were to graduate in May 2012.

Graduate Student Enrollment Spring 2012: Dr. Viltz reported that the Graduate student enrollment for Spring 2012 was 117 students. She delivered a power point presentation which detailed the demographics of our graduate student population that included the following demographic categories: gender, race, alumni status, and by degree program comparing data for the period 2007-2012.

Graduate Faculty Application Submission Dates: Dr. Viltz shared with the Council the current dates for faculty to submit their Graduate Faculty Applications.
**Graduate Faculty Research Interest and Expertise Directory:** Dr. Viltz indicated that the Office of Graduate Education would be compiling a directory of the Graduate Faculty along with their expertise and research interest.

**Faculty Brown Bag Discussion.** Dr. Viltz indicated that the Office of Graduate Education sponsored the first Brown Bag Luncheon Discussion for the Center for Teaching Excellence. Dr. Miles Fisher, Project Coordinator for the HBCU Masters Degree Program Grant, made a presentation on the Association for the Study of African American Life and History’s Annual Black History Month Theme: Black Women in American Culture and History.

**MBA Program:** Dr. Obere Oriaku discussed the particulars of the Intent to Plan for the 36 semester hour MBA Degree Program with a concentration in Aviation Management. A motion was made by Dr. Cherry to approve the Intent to Plan with the particulars to be included in the final document. This motion was seconded by Dr. Bass and approved by a majority vote.

**MPA Program:** Dr. Jones indicated that the MPA Program was awaiting approval from UNC General Administration.

**Recruitment Staff Report:** Mr. George Cox, Recruiter, updated the Graduate Council on the recruitment activities since the last meeting. He discussed the Reach One, Recruit One Initiative and the March Madness Recruitment activities.

**HBCU Masters Degree Program Grant Staff Report:** Dr. Miles Fisher, Project Coordinator for the HBCU Masters Degree Program Grant, made the following statistical report. There are thirty-nine (39) students currently receiving scholarships from grant funds: fifteen (15) students are in Biology and twenty-four (24) students are in Mathematics. To date, fifty-three (53) students have received scholarships from the grant: twenty (20) students in Biology and thirty-three (33) students in Mathematics. Follow up will be done to determine where these students are and what they are doing upon completing their respective degree programs.

**Community Liaison Staff Report:** Mrs. Amy Jo Spencer, Community Liaison, updated the Graduate Council on her activities since the last meeting.

**Standing Committee Reports:**

**Graduate Faculty Review Committee:** The Committee reported that there were two applications pending for Graduate Faculty Status: Dr. Gloria Payne for Full Graduate Faculty Status and Dr. Anthony Hayford for Temporary Graduate Faculty Status.
Executive Committee: Action pending

Graduate Grievance and Appeals Committee: Action pending

Marketing and Publications Committee: Action pending

Enrollment Management, Retention and Graduation Committee: Action pending

Degree Program Updates
Master of School Administration Program: Dr. Saundra Copeland reported that there are fifty-four (54) students in the program. Eleven will graduate in May.

Master of Science in Biology Program: Dr. Jeffrey Rousch reported that there are currently fifteen (15) students in the program. There were changes in the undergraduate program curriculum. He spoke about two recent Masters Degree graduates, Liz Brinker who is teaching at Stauton Hill and Kelly Mahaffey who is working in a research laboratory in Raleigh.

Master of Education in Elementary Education Program: Dr. Cheryl Luton reported that there are three students graduating. One student is piloting the new electronic version of the action research project.

Master of Science in Mathematics Program: Dr. Chandler spoke about the new community college concentration. She indicated that four (4) students are preparing for graduation in May.

Graduate Student Council: Ms. Illiana Thomas, Graduate Student Government President, reported that they would be looking for a new President. She also indicated that the Graduate Student Government Association will have a display case in the Ridley Building.

Open Agenda:

The next regular meeting of the Graduate Council is scheduled for Wednesday, April 25, 2012.

Adjournment: The meeting was adjourned at 4:40 p.m.