The fourth meeting of the Graduate Council for 2014-2015 year has been scheduled for Tuesday, January 13, 2015 in the Autumn Room (232) Reynolda Hall, Reynolda Campus.

Present: David John, Steve Robinson, Steve Messier, Ralph D’Agostino, Brad Jones, Sarah Lafferty

Guests: Emmanuel Opara

Absent: Miriam Ashley-Ross, Osvaldo Delbono, Gloria Muday, Mary Sorci-Thomas, William Swords, Cristina Furdui, Dwayne Godwin, Tim Howard, John Llewellyn

GENERAL BUSINESS

1. With John Llewellyn on sabbatical this semester the Graduate Council is in need of a new Secretary. Brad Jones requested volunteers, but upon further discussion, this was tabled until the February meeting when there is a larger attendance.

2. Minutes from the November 4, 2014 meeting were unanimously approved.

3. The GSA co-chairs were not in attendance (no new updates)

4. Committee Reports

   A. Curriculum (Cristina Furdui, Chair)
      Course Change Proposals – There were no course changes.

   B. Credentials (Steve Robinson, Chair)

      1. Nominations for Graduate Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Department/Graduate Program Affiliation</th>
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<tbody>
<tr>
<td>Aleksander Skardal, PhD</td>
<td>Biomedical Engineering</td>
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<tr>
<td>Amy Catanzano, MFA</td>
<td>English</td>
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<tr>
<td>Ashley Weaver, PhD</td>
<td>Biomedical Engineering</td>
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<tr>
<td>Carl Blackman, PhD</td>
<td>MCB/ Cancer Biology</td>
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<td>Joanna Ruocco, PhD</td>
<td>English</td>
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<tr>
<td>Michael Gross, PhD</td>
<td>Chemistry</td>
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<tr>
<td>Sarah Hogan, PhD</td>
<td>English</td>
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<tr>
<td>Scott Geyer, PhD</td>
<td>Chemistry</td>
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<tr>
<td>Tiefu Liu, MD/PhD</td>
<td>Internal Medicine/ MMTS</td>
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<tr>
<td>Xuewei Zhu, PhD</td>
<td>Internal Medicine/ MMTS</td>
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All nominees were found well-qualified and recommended for admission to the Graduate Faculty. Brief mention was made of Amy Catanzano’s terminal degree (MFA in Creative Writing), the committee double checked this degree and found the MFA to be the accepted terminal degree in the field.

The motion was made, seconded and pass unanimously.

Ralph D’Agostino questioned whether there should be more verification of terminal degrees—whether there is official documentation to confirm that nominees actually earned their degrees and have support from the department. Brad Jones confirmed that the Chairman signs off on all nominations and that the 5 year review and re-credentialing process verifies (as well as SACS
review of transcripts of faculty members, through the college) that they are still active in Graduate Student education.

C. Policy Committee (David John, Chair)

1. Recommendation for Pass/Fail Grades for Graduate Courses (See Pass/Fail Policy Document) (follow-up from November Meeting)

The Policy committee has taken some time to look over different Graduate Pass/Fail policies in the United States and SACS; courses that are taken under these requirements and that should be taken for a grade. This does not count thesis or seminars (which are offered S/U). The committee found that there are examples of graduate programs throughout the US which are solely based on a pass/fail policy, as well as some that are a combination. There doesn't seem to be a pattern.

The different Master Degrees have different course requirements (see Pass/Fail policy document) i.e. the MFA has 57 hours of course requirements, and the Doc Film Program agrees in the principle of this proposal, but still has not confirmed the final policy. The MA, MS, and PHD policies are recommended, and the MFA policy will be recommended at the February Graduate Council meeting.

The committee recommends inserting these key sentences (in the Pass/Fail Policy Document) in the course requirements for each degree (in the bulletin). Pass will be a “C” or better.

The Policy committee has identified the very few courses in each department where this new requirement might catch someone. There is one course in Chemistry (which is attached to a seminar course), there are two in Education (which are also seminar courses). There are several in the GRD prefix as well. The council does not think this should be a problem.

The Graduate Council felt that these recommendations were appropriate. Non-thesis master’s students should have grades, however a thesis student’s crowning achievement is the thesis (i.e. why P/F would work).

The Policy Committee recommends the proposed wording for the MA Pass/Fail policy (and addition to the bulletin). This motion was seconded and unanimously approved.

MASTER OF SCIENCE

The Policy committed submitted similar wording for this degree (which is parallel to the MA requirement, see Pass/Fail Policy document).

The Policy Committee recommends the attached wording for the MS Pass/Fail Policy (and addition to the bulletin). The motion was seconded and unanimously approved.

In non-thesis programs, all the courses must be taken for credit.
Mention of several programs on the BG campus that might have a non-thesis element, and concern was expressed over the universal language of this policy.

When people think of MS as of a terminal degree, grades do matter. With PhD, evaluation is different, look more at research and professor comments. Grades used more.

PhD POLICY

In the current bulletin, a sentence on the number of required courses as prescribed by the Graduate School will be rewritten. Grad committees may designate whether courses may be taken pass/fail.

The Policy Committee recommends that the attached wording for the PhD Pass/Fail policy (and bulletin changes).

Dr. Messier raised a concern about last sentence (in the recommended wording) about teaching experience, feeling it unnecessary.
Motion to delete sentence about teaching experience. This motion was seconded and unanimously approved.

Dr. John will send updated Pass/Fail Policy document to Sarah Lafferty.

2. BME Sponsored Policy Change Request: (Request to codify policy of having full time employees pursue graduate degrees through the Graduate School) – Dr. Emmanuel Opara

Dr. Opara presented a document outlining what the committee felt were program guidelines for full-time employees wishing to pursue graduate degrees through the Grad School, with a focus on intellectual property. The Council felt that that this request did not need formal Graduate Council approval, but that the drafted policy was comprehensive and beneficial to have in place for reference.

The program wanted to request to formalize what they perceive to be an existing practice, but which is not a “formal” policy.

Reason for putting forth a instituting a “formal” policy: A good number of physicians enroll in the WFU MBA program as well (as some residents who want a master degree) and others who are employed outside the university system who want to obtain degrees through WFU.

A policy like this would enhance interaction between industry and graduates, for possible employment, etc. It is an opportunity for industries that have employees who want a degree here, to see what we can offer leading to sponsorship of research, etc. This raises concerns of potential conflicts of interest and commitment, or distraction from employment. Will there be an issue that will obstruct the ability of the individual to defend his/her PhD? To address this, we propose that an advocate would be appointed that would oversee the student’s possible conflict and the student would have the opportunity to consult the advocate and raise any concerns. The Advocate would come up with a solution that is designed to protect the interest of the student.

**Intellectual Property**| The document was amended to address another issue that came to light. If an employee of industry makes a discovery and/or contributes to an invention, who should be credited and receives rights, etc? The program has consulted Mike Vitale (i.e. If an individual comes from company and has an idea that they want employee to perform, it is property of the company. However, if a sponsorship could arise the rights are eventually signed over to the company. If the student already has the idea and acts on it, then it is Wake’s ownership). Brad Jones added that on the Reynolda campus this would fall to Research and Sponsored Programs office not Graduate School. Steve Messier pointed out that the WFU Conflict of Interest Committee oversees these issues. The Conflict of Interest Committee also makes sure the advocate is independent of the project.Side note: Research that is unfunded might fall through the cracks because it will not come before the (Conflict of Interest) committee. If there is a student who comes from the company but has no funding from company, it wouldn’t be seen by the (Conflict of Interest) committee. Having an advocate would protect this problem.

**Dr. Opara made a motion for the Grad Council to approve this request (“Request to codify policy of having full time employees pursue graduate degrees through the graduate school”**

The Council felt that this request does not require a vote or Graduate Council approval. Another WFU committee already handles the major issue (conflict of interest), and having a policy to encourage qualified employees to take graduate level course is an HR policy. We want to encourage this policy, not enact it.

No actions taken. Council did not feel that it was necessary.

**OTHER**

No further business. Meeting adjourned.