MINUTES

The fourth meeting of the Graduate Council for 2016-2017 year met Monday, February 6, 2017 at 3:30 in Room 302C Brookstown (Graduate School @ Brookstown).

PRESENT: David John, Mike Furr, Erik Brady, Leah McCoy, Hui-Wen Lo, Robert Hampson, Nichole Allred, Tim Howard, Ellen Kirkman, Jason Grayson, Dwayne Godwin, Sarah Lafferty, Brad Jones, Sandy Dickson, Fadi Marayati

ABSENT: Gloria Muday, Ralph D’Agostino, Ananda Mitra

GENERAL BUSINESS

1. 11-8-16 Graduate Council Minutes
   Motion to Approve the minutes, was seconded, and unanimously approved.

2. GSA Report
   - Reynolda Campus GSA Chair, Fadi Marayati gave a brief overview on the activities of the GSA.
   - The GSA held their first meeting on 1/26/17, and plans to continue having a monthly meeting. The meeting was held on Reynolda Campus, with good turnout, and more than half of the those who attended were BG students.
   - The GSA has 3 Major Focus Areas for the year: (1) Community Service (2)Professional Development (3)Social.
   - There will be one event per category, by the end of semester, and a Post-Graduation event for graduating students and non-graduating students is in the works right now.
   - Professional Development Event: The GSA hosted a Resume Workshop on 1/31/17, which was well attended and featured Lauren Collier (professional development chair in GSA), with Linda Whited.
   - Community Service Event: The GSA visited the Ronald McDonald house last year, and is considering going again, but also looking into helping with the Refugee Project (Shalom Project).
   - The GSA would like to participate in the March for Science (non-political march).
   - Former GSA Chair Ronald Nelson, is continuing to maintain the GSA website

3. Committee Reports
   A. Curriculum Committee (Leah McCoy, Chair)
      1. Course Change Proposals

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSC 693</td>
<td>Individual Study</td>
<td>CHANGE</td>
</tr>
<tr>
<td>TIS 684</td>
<td>Internship</td>
<td>CHANGE</td>
</tr>
</tbody>
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Motion made by Curriculum Committee to approve changes. Motion was seconded, and unanimously approved.
B. **Credentials Committee** (Nicholette Allred, Chair)

1. Nominations for Graduate Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Department/Graduate Program Affiliation</th>
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</thead>
<tbody>
<tr>
<td>Candice McNeil, MD, MPH</td>
<td>Internal Medicine/Infectious Diseases</td>
</tr>
<tr>
<td>Elizabeth Way, PhD</td>
<td>English, WGSS &amp; Liberal Studies</td>
</tr>
<tr>
<td>Hariom Yadav, PhD</td>
<td>Internal Medicine, Molecular Medicine</td>
</tr>
<tr>
<td>John Gemmer, PhD</td>
<td>Mathematics &amp; Statistics</td>
</tr>
<tr>
<td>Leah Solberg Woods, PhD</td>
<td>Internal Medicine, Molecular Medicine</td>
</tr>
<tr>
<td>Pierre-Alexandre Vidi, PhD</td>
<td>Cancer Biology</td>
</tr>
</tbody>
</table>

Candice McNeil will not be able to serve on a PhD committee, but will be able to serve on a Masters committee. In the future, she would like to mentor graduate students.

All other nominations satisfied criteria for Graduate Faculty Membership.

The Credentials Committee made a motion to approve all 6 nominations. The motion was seconded and unanimously approved.

C. **Policy Committee** (David John, Chair)

1. Leave of Absence Policy

The Leave of Absence Policy has been in the works for almost a year; to have a joint-campus, operational policy. This current version of the policy has been vetted by Wake Legal team.

David John reviewed this final version of the Leave of Absence, paragraph by paragraph. A couple of important points to note:
- Funding: unless allowed by funding agency, a student may not qualify for stipend, etc. while on leave
- While on leave of absence, a student is not able to work on research.
- Parental leave falls under family leave, whether mother or father, natural birth or adoption.

Policy Committee made a motion for approval of the Leave of Absence Policy. The Motion was seconded, and unanimously approved.

*David John will send Sarah Lafferty an official DRAFT copy for distribution to Graduate Council and Graduate Students.*

*The Graduate School’s Leave of Absence form will need to be revised.*
OTHER BUSINESS

1. Interpreting & Translation Studies request to change of minimum credit hours needed from 32 to 34. A motion to approve was made, seconded, and unanimously approved.

2. Religion would like to pull out of Certificate option. This certificate has seen very few number of students. The question to the Council: does the certificate need to come back to the Graduate Council for Review or would the program just re-write the bulletin. The change will not affect courses. The Council asked that the director of Medieval Studies submit a re-worded bulletin description for review by the Graduate Council.

3. Updates from the Strategic Planning Committee:
   The committee is waiting for the Graduate Program Directors to meet before reporting.

ANNOUNCEMENTS

1. Re-credentialing Process will begin soon.
2. Richter Scholarship Deadline is February 10, 2017
3. Melson Award Nomination Deadline is March 10, 2017
   Dwayne Godwin called for volunteers to serve on Melson Review Committees this year. The following individuals volunteered:
   Masters
   Nichole Allred- Chair
   Leah McCoy
   Tim Howard
   
   PhD
   Robert Hampson
   David John

   A question was raised regarding potential Diversity Plans in Graduate School (like the college) perhaps to get some money, based around recruitment and matriculation on Master level. The Graduate School does make visits to HBCU's, and has been focused on student diversity.