

ANNUAL REPORT OF GRADUATE COUNCIL

Report to Faculty Senate
College of Graduate and Continuing Studies
2022-2023

Graduate Council is the organization that oversees graduate education at Coastal Carolina University.

Mission of Purpose

Graduate Council considers any academic matters related to graduate education at the University. Specific areas of consideration for the Council include new degree program proposals and new graduate courses; changes in degree programs or courses; new and existing policies, procedures, and assessment related to graduate study. Actions taken by the Council related to these matters are forwarded to the Faculty Senate for consideration.

Membership

Eligibility: Only tenure-track, full time, appointed Graduate Faculty are eligible for membership on the Graduate Council.

Voting Members: Nine Graduate Faculty members (two elected from each College except HTC), Dean of Graduate and Continuing Studies (Ex Officio) and the Registrar (Ex Officio). The Dean of Graduate and Continuing Studies serves as Chair of Graduate Council and votes only in case of a tie.

Non-Voting Membership: Graduate Coordinators/Directors, a Faculty Senate Representative, and a Library Representative.

Term of Service: Three years for elected members.

Chair of Graduate Council: The Chair will be the Dean of Graduate and Continuing Studies; he or she will vote only in the case of a tie.

Election of Members: Two Graduate Faculty members each will be elected from the Spadoni College of Education and Social Sciences, the Edwards College of Humanities and Fine Arts, the Wall College of Business, the Gupta College of Science, and one from the HTC Honors College in the spring for a term of three years. Newly elected members shall begin service at the beginning of the subsequent fall semester. Representatives must be tenure-track, full time Graduate Faculty and may be from any department, regardless of whether that department awards an advanced degree or not. Administrators are ineligible to serve as elected members.

Meetings

Regular Meetings: Meetings are held the first Wednesday of each month, normally at 11:30am., during the academic year (September-May). Special meetings may be called by the Dean of Graduate and Continuing Studies by circulating a written notice and agenda to members at least seven (7) days prior to the meeting day. The Dean of Graduate and Continuing Studies also must call a meeting within 30 days if requested in writing by at least four (4) members of Graduate Council.

Graduate Council action between academic years: Graduate Council will function only during the academic year (September-May). At other times, the Dean of Graduate and Continuing Studies will

render ad hoc decisions on policy matters until such time as the Council resumes its meetings. Such decisions will not necessarily serve as precedents for subsequent actions by the Council.

Quorum and voting: A quorum of the Council will consist of a majority of the voting membership of the Council (i.e., five of nine members), and the affirmative vote of a majority of the quorum shall be necessary to evoke action (i.e., a minimum of three of five voters present). The Dean of Graduate and Continuing Studies will vote only in the case of ties.

Parliamentary Authority: Business of Graduate Council will follow modified Robert’s Rules of Order as interpreted by the Chair of Graduate Council.

Amendments

Amendments: Amendments to these bylaws may be proposed by voting members of Graduate Council or by the Dean of Graduate and Continuing Studies. Proposed amendments will be presented to the Council and approved with a majority of all voting members. Amendments must be approved by the Provost and President.

Graduate Council Representatives

Wall College of Business Administration

- Leann Mischel
- Souravv Batabyal

Spadoni College of Education and Social Sciences

- Kelly Elliot
- Amanda Siegrist

Edwards College of Humanities and Fine Arts

- Emma Howes
- Elizabeth Baltes

Gupta College of Science

- Erin Hackett
- Roi Gurka

HTC Honors College and Center for Interdisciplinary Studies

- Jennifer Mokos

Faculty Senate Representative

- Vacant

Ex Officio

- Stacy Wyeth, Registrar, Ex-Officio

- Wes Fondren, Ph.D., Associate Dean, College of Graduate and Continuing Studies

Non-Voting Members and Program Coordinators/Directors

- Melanie James, Coordinator of the M.Acc.
- Mark A. Mitchell, Coordinator of the MBA
- Alex Fegely, Coordinator M.Ed. Instructional Technology
- Suzanne Horn, Coordinator M.A.T.
- Jean French, Coordinator M.S. IST
- Jennifer Altieri, Coordinator M.Ed. Literacy
- Justin Lovich, Coordinator M.S. Sport Management
- Anthony Setari, Coordinator Ph.D. in Education
- Kate Oestreich, Coordinator M.A. in Writing
- Elizabeth Baltes, Coordinator M.A. in Liberal Studies
- Corinne Dalelio, Coordinator M.A. in Communication
- Timothy Fischer, Coordinator M.A. in Music
- Erin Hackett, Coordinator Ph.D. CMSS, M.S. CMWS
- Megan McIlreavy, Lead Coordinator, Women in Technology Certificate
- Vacant, Faculty Senate Representative
- Eric Resnis, Kimbel Library Representative

Graduate Council Meetings: Dates, Minutes, Agendas

2021-2022 Graduate Council deadlines and meetings

Meeting Dates	Submission Dates
Sept. 7, 2022	August 24, 2022
Oct. 5, 2022	Sept. 21, 2022
Nov. 2, 2022	Oct. 19, 2022
Dec. 7, 2022	Nov. 16, 2022
Jan. 4, 2023	Dec. 21, 2022
Feb. 1, 2023	Jan. 18, 2023
March 1, 2023	Feb. 15, 2023
April 5, 2023	March 15, 2023
May 3, 2023	April 19, 2023

Graduate Council Agendas and Minutes are available at:
<https://www.coastal.edu/academics/facultysenate/graduatecouncil/>

Curriculum and Program Items

A new online submission system was successfully implemented this year for curriculum items for Graduate Council and the Academic Affairs Committee

Changes in Courses (Form A)

- Changes in graduate courses made this academic year
 - COMM 501
 - COMM 509
 - COMM 515
 - COMM 560
 - COMM 575
 - ENGL 628
 - PHED 780
 - PHDE 760
 - PHDE 899
 - SOC 599
 - CMWS 613
 - CMWS 623
 - CMWS 616

Changes in Programs (Form B)

- Changes in programs made this academic year
 - ID#1023- Admissions Requirements to Ph. D. CMSS
 - ID# 935- Admissions Requirements to MBA
 - ID# 896 Admissions Updates
 - ID# 758 Instructional Technology
 - ID# 891 Language, Literacy, and Culture
 - ID# 890 Master of Accountancy; change to online format
 - Master of Arts in Writing; Program direction changes



New Courses Passed (Form C)

- New graduate courses passed this academic year
 - COMM 578
 - EDAD 630
 - EDST 685
 - STEM 640
 - STEM 650
 - STEM 660
 - STEM 670
 - MALS 530
 - MALS 550
 - STEM 600
 - STEM 610
 - STEM 620
 - STEM 630
 - STEM 690
 - EDSC 599
 - SPAN 510
 - SPAN 511
 - SPAN 512
 - SPAN 513
 - CMWS 663

Policy Review Changes (Form D)

- Changes in programs made this academic year
 - ID#1023- Admissions Requirements to Ph. D. CMSS
 - ID# 935- Admissions Requirements to MBA
 - ID# 896 Admissions Updates
- Policy review/ changes
 - ACAD 109_New Program Development and Modification
 - ACAD 125_Course Development and Modification
 - ACAD 126_Graduate Program and Curriculum Routing

Additional Initiatives and Discussion Items

Graduate

- *Revision to Program Substitutions Within a Graduate Program Form*
- *Discussion and changes coming to Graduate Student Travel Policy (tabled till next year)*
- *New curriculum process and uniformity standards*
- *Graduate Faculty Member Review*
- *Graduate Council "member" status (service on dissertation committees)*
- *Discussion to add two students to graduate council*

University Policies

- *Revision of ACAD 111*
- *Revision of ACAD 126*

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