MEMBERS PRESENT:
Celine Carayon, History
Doug DeWitt, Ed Leadership and Chair
Yvonne Downie Hanley, M.B.A.
Lacie Doyle, OGS
Maida Finch, Seidel School Rep
Judith Franzak, Ed.D.
Clifton Griffin, Dean of Graduate Studies
Brittany Kesteven, GSC President
Jackie Maisel, Registrar
Dana Price, BIO
Vicki Root, M.S.W.
Jessica Scott, OGS
Lisa Seldomridge, M.S.N. and D.N.P.

Diana Wagner, M.Ed.
Star Weaver, M.A.T.
Joyce Wieneck, M.Ed. Reading Specialist

MEMBERS ABSENT:
Rebecca Anthony, Online MSW
Aaron Basko, Enrollment Management
Jennifer Bergner, M.S.M.E.
Michele Bracken, Henson School Rep.
Kelly Fiala, M.S.A.T.
Stuart Hamilton, GIS
Karen Olmstead, Provost
Vitus Ozoke, CADR
Tom Pellinger, AHPH
Ignaciyas Soosaipillai, Fulton School Rep
Chris Vilmar, English/Faculty Senate Liaison

I. Call to Order – 3:35 p.m.

II. Minutes

The March minutes were unanimously approved.

III. Curriculum

- NURSING 558 – Adult Health Care Management – Course Change
  - Number change to a 700-course.

- NURSING 751 – Women’s Health Care Management – Course Change
- NURSING 752 – Children’s Health Care Management – Course Change
  - Created by splitting Nursing 559 in Nursing 751/752 since each area requires their own competencies
  - D. Price recommended approval. S. Weaver seconded. Unanimously passed.

- EDCI 746 – Diversity, Literature and New Media Across Curriculum – Course Change
  - Removing it from required course list. Will now be an elective.

- EDCI 793 – Advanced Methods in Survey Research – New Course
- EDCI 794 – Advanced Methods in Qualitative Research – New Course
  - Students will be required to take either 793 or 794 as a required course to replace EDCI 746.

- BIOLOGY 532 – New Course
  - They are dropping the lab portion of this course and making it lecture only.
  - Changing from 300 to 400/500-level course.
  - Still being reviewed by UCC

IV. Grad School Proposal Update – Doug DeWitt

D. DeWitt asked Graduate Council to vote on whether GSC supported the idea of creating a Graduate School. He argued:

- Won’t know a lot until new President arrives
- Projected growth is at graduate level.
- By positioning ourselves, we make graduate studies a priority and puts us in position to have a stronger voice with new administration.

Comments:

- Several members requested more detailed budgets.
  - Response by C. Griffin – That would be part of the final document that goes to the System. That is when a detailed budget is created. There is a long list of services/resources that need to be included but creation of CHHS proved that until there is a movement, nothing was done. Resources must follow proposal.
- D. Price – Is there going to be financial support for Writing Center
  - Response by C. Griffin – OGS is already financially supporting the Assistant Director Position and will continue to monitor the Writing Center needs.
- J. Wiencek – Would like to see graduate fees evaluated and advocate for grad students to not have to pay for services that don’t apply to them.
- D. Wagner – The Graduate School was included in the Strategic Plan, unlike the creation of the College of Health and Human Services.

Vote was called for the Graduate Council support of the idea of the creation of a Graduate School at Salisbury University. There was a motion by M. Finch. It was seconded by L. Seldomridge. The motion was unanimously approved.

Next Steps:

- The abbreviated proposal will be sent to the Chrys Egan, incoming Faculty Senate President, to get on their agenda for review.
- If they approve, C. Griffin, R. Wilkens and the GSC President will meet and create the full proposal and detailed budget for the Executive Staff.

V. Scholarly Work Guide – C. Griffin

- Scholarly Work Guide was created and a draft sent out to all programs with a thesis-option, dissertation or final project requirement.
- Meeting was held with C. Griffin, J. Scott, L. Doyle, L. Seldomridge, J. Franzak, V. Martin and B. Hardy to discuss process for submitting manuscripts.
- Developed current process to meet time restraints.
- OGS will handle all technical reviews and submit to library.
- Not enough volume currently to hire another position.
- Future Questions:
  - What are the steps for ProQuest submission?
  - Can we develop deadlines for exams and final submissions to OGS?
  - Library website should reflect current guidelines.
  - Will students be required to submit to SOAR?
  - Further discuss ways to make process easier for distance/online learners.
VI. Graduate Student Council Update – Brittany Kesteven

- GSC elections
  - Will be occurring this week. All positions are unopposed.
  - Currently no candidates for Treasurer. She asked all Program Directors to encourage their students to participate in GSC.
- Grad Gala
  - Open to all Faculty, Staff and Graduate Students
  - All Programs received posters. Please hang in visible location.
  - There will be a silent auction, live music, cash bar and student research.

VII. Dean’s Remarks – C. Griffin

- C. Griffin thanked everyone for their efforts on enrollment management. Deans are still interested in FTE’s. The message is to not stop growing graduate enrollment. Seems this is an ideal time to discuss the development of a graduate school and a real strategy for growth.
- 24/7 space in the library will remain open through finals.

VIII. Other Remarks

- D. DeWitt – Elections for the 2018-2019 year will be held at the May 10th meeting.
- D. DeWitt – Congratulations to the first Ed.D. doctorate candidates who will be hooded at the spring commencement ceremony.
- D. DeWitt – Please make sure to complete the survey received from Y. Downie as she works to complete her doctoral research.
- D. Wagner/M. Finch – The library is telling faculty that classes can’t use classroom space in the Academic Commons after 5pm because there is no library staff. C. Carayon responded that Room 163 can be used without a librarian but the room isn’t listed on the Library/Faculty Research website.
- M. Finch – To follow up from March meeting, there is now graduate student representation on the Safety Task Force committee.

Next Meeting: May 10, 2018

Meeting was adjourned at 4:37 p.m.
Submitted by Jessica Scott