

ANNUAL REPORT OF GRADUATE COUNCIL

Report to Faculty Senate
College of Graduate and Continuing Studies
2023-2024

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 Graduate Faculty are eligible to serve 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 or dean designee; 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, the Conway Medical Center College of Health and Human Performance, 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. Graduate Coordinators/Directors, a Faculty Senate representative, a representative from the Library, the Registrar, and a Provost Office designee also serve as non-voting members. 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 or Graduate Council Chair 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 or Graduate Council Chair 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 or Graduate Council Chair. 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

- Hsing-wen Hu
- Anthony Seeari

Edwards College of Humanities and Fine Arts

- Nils Rauhut
- Elizabeth Baltes

Gupta College of Science

- Erin Hackett (Zhixiong Shen SP'24)
- Roi Gurka (Derek Crane SP' 24)

College of Health and Human Performance

- Kelly Elliot
- Timothy Rotarius

HTC Honors College and Center for Interdisciplinary Studies

- Vacant

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. 6, 2023	August 25, 2023
Oct. 4, 2023	Sept. 22, 2023
Nov. 1, 2023	Oct. 20, 2023
Dec. 6, 2023	Nov. 24, 2023
Feb. 7, 2024	Jan. 26 2024
March 6, 2024	Feb. 23, 2024
April 3, 2024	March 22, 2024

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
 - MSCI 599
 - PHDE 825
 - ACCT 631
 - PHDE 736
 - ESCP 622
 - ACCT 638

Changes in Programs (Form B)

- Changes in programs made this academic year:
 - Evaluation of Education, Community, and Social Programs (Certificate)
 - Doctor of Philosophy in Education Sciences (Ph.D.)
 - Change in Graduate Catalog to include a statement on zero-credit classes
- New Programs
 - Master of Education; STEM Education
 - Master of Education; Counseling

New Courses Passed (Form C)

- New graduate courses passed this academic year
 - EDCO 500
 - EDCO 501
 - EDCO 502
 - EDCO 503
 - EDCO 504
 - EDCO 505
 - EDCO 506
 - EDCO 507
 - EDCO 508
 - MALS 799
 - MATH 599
 - MSCI 510
 - MSCI 510L
 - PHDE 899
 - STAT 599
 - EDCO 509
 - EDCO 510
 - EDCO 511
 - EDCO 512
 - EDCO 513
 - EDCO 514
 - EDCO 600
 - EDCO 601
 - EDCO 602
 - EDCO 603
 - EDCO 604
 - EDCO 605
 - EDCO 606
 - ECSP 558
 - ESCP 622
 - EDCO 607
 - EDCO 608
 - EDCO 609
 - EDMH 601
 - EDMH 602
 - EDMH 603
 - EDMH 604
 - EDMH 605
 - EDMH 606
 - STAT 605
 - PHDE 890
 - PERL 795

Policy Review Changes (Form D)

- Changes in programs made this academic year
 - Master of Arts; Liberal Studies; Updated admission and program requirements
 - Master of Accountancy; Addition of Accounting Internship
 - Master of Business Administration; Change allowable transfer credit from 6 to 12
- Policy review/ changes
 - ACAD 125_Automate archiving and deleting courses

Additional Initiatives and Discussion Items

Graduate

- *Revision to Program Substitutions Within a Graduate Program Form*
- *Discussion and changes coming to Graduate Student Travel Policy*
- *New curriculum process and uniformity standards*
- *Graduate Faculty Member Review*

University Policies

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

CONTACT INFORMATION:

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