MINUTES
Graduate School Administrative Board Meeting

Monday, 9/14/2009
3:30 p.m.
Greenville Centre

Present
Voting Members: Decker, Jim; Eakins, Stan, Ericson, Richard; Fonooni, Hamid; Gallagher, Margie; Gemperline, Paul; Gordon, James; Holte, Jim; Hough, Monica; Kasperek, George; Mott, Vivian; Pokorny, Marie; Prividera, Laura; and Terry West

Ex-officio Member: Cistola, David; Dellana, Scott; Griffin, Linner; and Mark Sprague (on behalf of Marianna Walker)

Regular Guests: Bland, Sondra; Patterson, Belinda; Poorman, Julie; and Ries, Heather.

Special Guests: Chinn, John; Martinez, Purificacion; and Zigas, Paul

Absent
Voting Members: Rouse, Art

Agenda Item I. Call meeting to order
Meeting called to order at 3:32 p.m.

Dr. Gemperline announced the addition of 3 new GSAB members: James Gordon (Graduate Student Senate), Mark Sprague (Faculty Senate), and Laura Prividera (College of Fine Arts and Communication, replacing Susan Beck-Frazier).

Agenda Item II. Approval of August 10th, 2009 minutes
Minutes approved.

Agenda Item III. Presentation by the University Policy Development Committee
Mr. John Chinn, representing the University Policy Development Committee presented information regarding the future implementation of a Policies, Rules, and Regulations (PRR) Manual. The University Policy Development Committee is seeking the opinion and comments of various groups across campus before submitting a recommendation to the Chancellor on October 1. The PRR manual will maintained online by the Office of the University Attorney for use by the ECU community.

Mr. Chinn explained the difference between a policy (approved by the Board of Trustees), a rule (guidelines followed by the entire university), and a regulation (approved by the Chancellor). Standard operating procedures developed for departmental use will be included in the PRR manual but are not subject to a legal review. A PRR representative will be appointed by the Vice Chancellors to serve as a point of contact for those in the ECU community developing policy.

GSAB Comments:
- Offers a central location for all policies and procedures
• Formalized policy development and creation
• Positive for the maturation of the university in the long-term
• Delineates clear lines of authority making it easier to organize and approve new policies

Concern was expressed regarding:
• In congruency that could occur between policies, procedure, and rules if proper checks are not established
• GSAB may lose decision making authority
  (Current policy allows the Vice Chancellor to override a decision made by the GSAB; therefore this policy does not represent a drastic change. The intent of this policy is for the GSAB to serve as the recommending body for policy decisions).
• Endeavor may create a burden for legal office as all policies and regulations undergo legal review slowing down the process of policy approval
  (This will generate more work for the office of the University Attorney, however all policies currently undergo legal review therefore this development should not cause additional delays. This development formalizes the process in place).
• University Attorney technically may have final authority
  (The office of the University Attorney will serve in an advisory capacity for the development of policies and regulations, not the approving authority).

Agenda Item IV. Approval of 8/26/09 GCC Minutes
Minutes approved.

Agenda Item V. Approval of Unit Criteria for election to Graduate Faculty Status
a. College of Business (includes supplemental description of AQ and PQ faculty)
  • Presented by Dr. Stan Eakins
  • Criteria linked to program review standards
  • Approved
b. College of Nursing (pending confirmation of CON Dean)
  • Presented by Dr. Marie Pokorny
  • Qualitative in nature – modeled after the approved criteria of the College of Human Ecology
  • Approved
c. Department of Economics (pending confirmation of the HCAS Dean, includes supplemental journal rankings)
  • Presented by Dr. Richard Ericson
  • Emphasis on journal publication
  • Approved
d. Department of Geography (pending confirmation of the HCAS Dean)
  • Modeled after previously approved ‘checklist’ criteria
  • Approved

Agenda Item VI. Revised admission by exception and provisional admission policy – for discussion & approval
Implementation discussions with Financial Aid resulted in additional recommended revisions.
Dr. Gemperline announced Julie Poorman (Director of Financial Aid) will be a regularly invited guest to all GSAB meetings.

Revisions to the admission by exception and provisional admission policy include:
- Conditional admission renamed ‘admission by exception’.
- Students can still be considered for admission if minimum admission requirements are not met.
- In these situations, students must have a 3.0 GPA after 9 credit hours.
- Students can be admitted to a program without submitting all official transcripts; however they will be ineligible for federal money until all transcripts are received by the Graduate School

Revised admission by exception and provisional admission policy approved.

Meeting adjourned at 5:00 pm

Respectfully submitted,

Amy E. Tripp
Recorder