East Tennessee State University

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Graduate Council Meeting Minutes and Reports

1-29-2007

# 2007 January 29 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

Attending:  Dr. David Arnall, Dr. Scott Champney, Dr. Wallace Dixon, Dr. Mark Ellis, Dr. Wayne Gillespie, Dr. Donald Hoover, Ms. Billie Lancaster, Dr. Cecilia McIntosh, Dr. Martha Pointer, Dr. Jeffrey Powers-Beck, Dr. Jasmine Renner, Dr. Robert Sawyer, Dr. Philip Scheuerman, Dr. Marie Tedesco, Dr. Paul Trogen,
Guests:  Dr. Thomas Coates, Dr. Blaine Schubert (representing Dr. Steve Wallace), Dr. Mary Ann Littleton, Dr. Christopher McCrea, Ms. LaDonna Hutchins, Dr. John Webb
Absent:  Ms. Keisha Brown, Dr. Helene Halverson, Dr. Jo-Ann Marrs, Ms. Mary Ellen Musick, Mr. Ben Rhoda

**A.      Approval of November Minutes – November 20, 2006 minutes were approved.**
**B.      Curriculum Committee – Dr. Martha Pointer**

I.      SALM 5157, Outdoor Education, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=1116

This course is designed to cover an area that is currently not included in any of our departmental courses. It is especially important for students interested in teaching and for other individuals, such as camp staff, interested in teaching in the outdoors.

Approved with the following changes:
1.      Delete the last sentence in the Catalog Description.
2.      Delete the duplications in the Course Syllabus including, but not limited to, the following:
   A.      Catalog Description on page 1.
   B.       Course Objectives on page 4.
   C.      Undergraduate Grading Procedure on pages 6 and 7.
   D.      The Graduate Grading Procedure on pages 7 and 8.
   E.       The Undergraduate Grading Procedure on pages 9 and 10.
   F.      The Graduate Grading Procedure on pages 10 and 11.
   G.      The Course Objectives on page 12.
   H.      The Course Topics on pages 12, 13, and 14.
   I.       The Undergraduate Grading Procedure on pages 14 and 15.
   J.       The Graduate Grading Procedure on pages 15 and 16.
   K.      The Attendance Policy on pages 16 and 17.
3.      Correct the spelling of "effective" methods in the Course Objectives.
4.      Include the names of the faculty who are available to teach the course in the Staffing section.
5.      Correct the spelling of "plan" in the Undergraduate Grading Procedure.
6.      Include a reference to the Student Handbook in the Plagiarism and Cheating Policy section.
7.      Revise the Major Assignments section to reduce the redundancy of the descriptions.

*Action Taken by Council:  Approved with recommended Changes*

II.	Communicative Disorders Non-Substantive Curriculum Change
	http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=17&Instance=919

Substitutions for two courses in the curriculum originally approved are intended to use more effectively CDIS faculty. These faculty have expertise in areas that were previously unavailable to the department.

	Approved with the following changes:
	1.	In the Summary of Actions, add periods in each of the following places:
		A.	After Clinical Pharmacology (3 credits).
		B.	 After Deaf Communities (3 credits).
		C.	After Communication and Cognition (3 credits).
	2.	Change the comma before "therefore" in the Insert Existing Curriculum as Shown in Catalog section to a semi-colon.

*Action taken by Council:  Approved with recommended changes*

III.	CDIS 6355, Tinnitus Management, New Course Proposal
	http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=916

Tinnitus affects approximately 50 million Americans and is one of the most common auditory-related disorders in the world. Recognition of the degree to which a person suffers from tinnitus, as well as the potential for effective management is an important component of audiologic practice.

	Approved with the following changes:
	A.	In the Staffing section, list the names of the faculty available to teach the course.
	B.	 In the Purpose and Goals section of the Syllabus, remove the first bullet.
	C.	Remove the redundant "tinnitus management in the Major Course Topics.
	D.	Correct the spelling of "psychological" in the Major Course Topics.
	E.	 Change the word "study" to "studies" in the Grade Assignment number 3.
	F.	Remove references to exams in the Attendance Policy.
	G.	Add additional information to the Academic Misconduct section.

*Action taken by Council:  Approved with recommended changes*

IV.	CDIS 6390, Audiology in the Medical and Deaf Communities, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=918

This team-taught course provides students with an appreciation for the role of audiology and the audiologist in respect to two important segments of the population: the Deaf Culture, and the medical community. Use of terminology, identification of appropriate resources, case reviews, and specialized topics such as aging and the medical management of hearing and balance disorders will be conveyed through didactic instruction and practical experiences.

	Approved with the following changes:
	A.	In the Staffing section, list the names of the faculty available to teach the course.
	B.	 In the Course Goals section, insert "of" between "use" and "medical terminology.
	C.	Add additional information to the Academic Misconduct section.

D.       Revise the verbs in the Course Goals section to make them parallel.

E.       Add "The paper" before "will" in the Clinical Plan Paper

F.       Change the comma between "responsibility" and "however" to a semi-colon.

*Action taken by Council:  Approved with recommended changes*

V.       SALM 5167, Expedition Leadership, New Course Proposal

http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=1118

This course will provide interested students in the park and recreation management program with the leadership and planning skills needed to conduct a safe and successful extended experience in the outdoors. This content area is not presently covered in the curriculum and could be considered essential for anyone interested in outdoor leadership.

Approved with the following changes:

A.       Delete the last sentence in the Catalog Description.

B.       Add "or permission of instructor" to the Prerequisites section.

C.       Delete the duplicated sections in the Course Syllabus section including, but not limited to, the following:

      1.       Delete the Catalog Description under the Purpose and Goals section on the first page.

      2.       Delete the Grade Assignment section on pages 6, 7, 8, 9, and 10.

      3.       Delete the Catalog Description and Course Objectives on pages 10 and 11.

      4.       Delete the Course Topics on pages 11, 12,, and 13.

      5.       Delete the Undergraduate Grading Procedure on pages 13 and 14.

      6.       Delete the Graduate Grading Procedure on pages 14 and 15.

D.       Revise the Major Assignments section to reduce the redundancy of the descriptions.

F.       In the Staffing section, include the names of the faculty members available to teach the course.

G.       In the Rationale for Proposal, insert a space between "safe" and "and."

H.       Correct the spelling of "consensus" building in the Course Description and other occurrences.

VI.       New Graduate Certificate in Rural Health

http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=11&Instance=690

We are proposing to offer a 15 credit hour graduate certificate in rural health composed of 5 Master of Public Health courses offered through the Department of Public Health.

Approved with the following changes:

A.       Change the Effective Date.

B.       Change the Number of New Courses to 2 with 6 credit hours.

C.       Change the General Education to Total Credits of 0.

D.       Complete the section Description of New Courses and include "may be taken with the permission of the instructor" to explain the sequencing problems of the course prerequisites.

E.       Insert "graduate" between "health" and "certificates" in Program Duplication.

F.       Correct the Student Enrollment Projections with help of Dr. Grube.

VII.     PUBH 5125, Rural Health Research and Practice, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=716

This course is part of the Division of Health Sciences Rural Interdisplinary Track, which the Masters of Public Health Program participates in.

    Approved with the following changes:
A.     Include a Transcript Title.
B.     Edit the Course Description to shorten the narrative.
C.     List the names of the faculty available to teach the course in the Staffing section.
D.     Edit the Facilities section to remove the references to faculty.
E.     Omit the comma after "course" in the Catalog Description.
F.     Add a comma after "disciplines" and before "is" in the Course Description.
G.     Insert commas around "i.e." in Learning Outcomes number 6.
H.     Add periods to the end of items 8 and 9 in the Learning Outcomes.
I.     Remove the "C-" in the Grading Scale.
J.     Define "inadequate attendance" in the Attendance Policy.
K.     Add a reference to the Student Handbook to the Academic Misconduct section.

VIII.   PUBH 5135, Rural Health Projects, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=722

This course is part of the Division of Health Sciences Rural Interdisplinary Programs Track, which the Masters of Public Health Program participates in.

    Approved with the following changes:
A.     Include a Transcript Title.
B.     List the names of the faculty available to teach the course in the Staffing section.
C.     Edit the Facilities section to remove the references to faculty.
D.     Remove the "C-" in the Grading Scale.
E.     Add a reference to the Student Handbook to the Academic Misconduct section.

*Action taken by Council:  Approved with recommended changes*

IX.     GEOL 5700, Geology Seminar, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=644

Paleontology is growing at ETSU. This year alone we hired three new paleontologists (Paleobotanist, Biology; Palynologist, Biology; and Vertebrate Paleontologist, Geology), hired a Director for the future museum at the Gray Fossil Site, and established the Mission for the Center of Excellence in Paleontology. With these changes has come an increased demand for course offerings and curricula in paleontology. Therefore, we are proposing the creation of several new classes in Geology and at least one in Biology. All of these offerings differ significantly from anything currently provided, and are crucial to the success of the Paleontology concentration within the Biology MS and the future Geology

MS. In addition, these classes will better prepare students for research or future employment in not only paleontology, but any of the natural sciences because of their use of integrated data collection and analysis (both in the lab and in the field), and interdisciplinary approach.

       Approved with the following changes:
- A.     Remove "proposed" from the Rationale for Proposal.
- B.     Edit the Course Description to remove the words in quotation marks.
- C.     Insert a hyphen between "self" and "chosen" in the Course Description.
- D.     Change the comma before "therefore" to a semi-colon in the Staffing section.
- E.     List the names of the faculty available to teach the course.
- F.     Omit the last sentence in the Course Description.
- G.     Move "defend" before "logically" in the Learning Outcomes section.
- H.     Change the comma before "however" to a semi-colon in the Major Assignments, Participation section.
- I.     In the Grade Assignment section, include more detail about what constitutes "class participation" and "student presentations."
- J.     In the Attendance Policy, edit the material.
- K.     Include the contact information for the Office of Disability Services in the Students with Disabilities section.

*Action taken by Council: Approved with recommended changes*


X.     CDIS 5037, Anatomy and Physiology of the Speech and Hearing System, New Course Proposal
http://infosys.etsu.edu/cps/forms.aspx?
DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=571

This course would provide undergraduate and graduate students with a detailed knowledge of the primary aspects of speech production and perception. In order to understand fundamental theories of speech production and perception, as well as identify and treat speech and hearing disorders, undergraduate and graduate students need to have an in-depth knowledge and comprehension of the anatomical structures and physiology of speech production and perception.

       Approved with the following changes:
- A.     Include the names of the faculty available to teach the course in the Staffing section.
- B.     Correct the spelling of "regarding" in the Purpose and Goals section.
- C.     Capitalize "department" in the Purpose and Goals section.
- D.     Revise the last goal to read something like "Comprehensive foundation in communicative Disorders."
- E.     Revise the Major Assignments section, Undergraduate and Graduate Tests to read something like "Each of the five tests will be divided…."
- F.     Edit the Grade Assignment section by removing "secondary" to "via."
- G.     Remove the grades of "C-" and "D" from the Grading Scale.
- H.     State that attendance is mandatory.
- I.     Insert a hyphen between "three" and "credit" in the Other Information section.

*Action taken by Council: Approved with recommended changes*

XI.     PMNU 5610, The Illness Experience, New Course Proposal
     Tabled.


XII.     PMNU 5200, Microsystem Management for the CNL, New Course Proposal

Tabled

XIII.   PMNU 6037, Essentials of Nursing Education, New Course Proposal
         Tabled
XIV.   Nursing Masters Non-Substantive Curriculum Change
         Tabled


   **C.      Graduate Faculty Sub-Committee –**
I.     New Applicants for Graduate Faculty Status

| Name | Current | Recommended | Remark |
|---|---|---|---|
| Arnall, David | New | | Full |
| Bryan, Deborah | New | | Interim |
| Lee, Tommy | New | Full | |
| Kaverina, E.N. | New | | Temporary |
| Michieka, Martha | New | | Associate |
| Nigussie, Yared | New | Full | |
| Rice, Jody | New | | Interim |
| Zembower, Christian | New | | Associate |

*Action taken by Council:  Approved with one correction:  Arnell should be Arnall*


II.     Re-applications for Graduate Faculty Status

| Name | Current | Recommended | Remarks |
|---|---|---|---|
| Ardell, Jeffrey | Full | Full | |
| Boggs, Teresa | Interim | Interim | |
| Chase, Patricia | Full | Associate | |
| Drinkard-Hawkshawe, Dorothy | Associate | Associate | |
| Marks, Lori | Full | Full | |
| Marrs, JoAnn | Associate | Full | |
| Pine, Vernon | Interim | Interim | |
| Slap, Andrew | Associate | Full | |
| Wyrick, Priscilla | Full | Full | |


   **D.      Old Business**
      I.     Proposed change in grad faculty form to include terminal degree checkbox –
             Sample form to be presented to council for evaluation.  Dixon

             The statement approved is as follows:
             "In the judgment of the Department Chair, the applicant's possession of appropriate
             terminal degree and other credentials for graduate level teaching assignments.
             If no, please explain."

      II.     Hooding of Doctoral students during graduation – report on discussion of
              Graduate Council Statement at President's Council meeting 1/24/07.  Champney


      III.     Report on results from 2nd annual Graduate Student Thesis/Dissertation Research
               Grant Program.  Gillespie

               The 2007 ETSU Graduate  Council Research Grant Recipients are as follows:

1. Jordan Baker  , MS Biology
2. Alexander Eddo, MS Biology
3. Nina King, MS Speech Language Pathology
4. Amanda Lewis, MA History
5. Jennifer Mongold, MA Clinical Psychology
6. April Nye, MS Technology, Geosciences
7. Ashley Sheppard, MA General Psychology
8. Joellyn Smith, MS Communicative Disorders
9. Audrey Taylro MS Clinical Nutrition

## E.  New Business

I.     Update on Proquest/UMI publishing agreements – time for evaluation of the service? McIntosh

The new proposal from ProQuest is a twenty-six page document which questions if the thesis/dissertation will be protected from copyright.  Also, the cost has increased from $55 to 95 per copy.  Furthermore, ProQuest will work with the Graduate School to come to a feasible alternative in regards to copyright, distribution, etc.  A study group was formed to make recommendations regarding this situation.  The study group consists of  Dr. Tedesco, Dr. McIntosh, Dr. Ellis, and Dr. Champney

II.     Update on new general GRE exam: format and rationale; potential concerns regarding test availability.  McIntosh

The rational for this.

III.

## F.  Other


## G.  Adjournment