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### 2011 January 31 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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**Graduate Council – Minutes  
East Tennessee State University  
January 31, 2011 1:15pm  
President’s Conference Room – Dossett Hall 206**

**Present:** Ms. Amy J. Arnold, Dr. Jeffrey P. Beck, Ms. Queen Brown, Dr. Stacy D. Brown, Dr. Ranjan N. Chakraborty, Dr. Scott W. Champney, Dr. F. Wayne Gillespie, Dr. Eric S. Glover, Dr. Donald B. Hoover, Ms. Billie Lancaster, Dr. Cecilia A. McIntosh, Dr. Martha M. Pointer, Dr. Kathleen M. Rayman, Dr. Marie Tedesco, Dr. Paul C. Trogen, Dr. Ester L. Verhovsek, Dr. Jon Webb

**Absent:** Dr. David A. Arnall, Ms. Maria D. Costa, Dr. Wallace E. Dixon, Dr. William R. Duncan, Mr. Thaddeus Jablonski, Ms. LaDonna Hutchins (excused), Dr. Lori J. Marks (excused), Ms. Mary Ellen Musick, Ms. Cristine Trivette

**Guests:** Dr. Fred J. Alsop, III, Dr. Michael J. Whitelaw, Dr. Jill A. Leroy-Frazier, Dr. Amy J. Malkus, Dr. Janna L. Scarborough

**Approval of November 2010 minutes:**

The minutes for November 29, 2010 were approved with no corrections.

**Curriculum Subcommittee report and recommendations – Dr. Martha Pointer:**

**I. Substantial Course Modification - BIOL 5037/ Coastal Biology Field Trip —Dr. Alsop This proposal is to increase the credit hours for the course to reflect expanded content and assignments.**

[http://etsuis.etsu.edu/CPS/forms.aspx?](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=10&Instance=4134)

[DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=10&Instance=4134](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=10&Instance=4134)

**The subcommittee recommends approval with the following changes:**

- A. On Page 2 of Syllabus: under the heading of Grade Assignments,
- B. Flesh out examples of the extra graduate student assignments;
- C. Note when the two exams will be given (Dead Week and Finals);
- D. In section of Other Information, include an Academic Misconduct Policy—wording available in the Student Handbook / Spectrum

Action taken by council: approved with changes

**II. New Course - GEOL 5407—Dr. Whitelaw, Plate Tectonics. [http://etsuis.etsu.edu/CPS/forms.aspx?](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=1970)**

[DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=6&Instance=1970](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=1970)

**The subcommittee recommends approval with the following changes:**

- A. On Page 1 of Syllabus, correct Prerequisites: GEOL 1200: Geologic to Geologic
- B. Catalog Description: change the last sentences to say “Major topics include: continental drift, sea floor spreading, plate boundaries at mid-ocean ridges, transforms, subduction zones, mountain

- ranges and rifts, in addition to the proposed drive mechanism for plate tectonics.”
- C. On Page 2: Major Assignments for GEOL 4407, Reading Assignments: change 24 papers to 22 and Major Assignments for GEOL 5407 Reading Assignments: change from 36 papers to 33
  - D. In section “Other Information”: include an Academic Misconduct Policy—wording available in the Student Handbook / Spectrum
  - E. On Page 3: Required Textbook(s)—add publisher’s information to Global Tectonics 3rd Ed. Keary and Vine (2009)
  - F. On Page 4: Bibliography, Recommended Readings, and / or Supplemental Materials Condie, K., 1976, Plate Tectonics and Crustal Evolution. Pub. Pergamon Press, N.Y. needs to be updated to the 1997 version if appropriate.

Action taken by council: approved with changes

### III. New Course - MALS 5300—Dr. Leroy-Frazier, Theory and Practice of Regionalism.

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=6&Instance=4178](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=4178)

#### **This proposal was tabled**

- A. Curriculum Committee asked for a letter of support from Appalachian Studies as well as statistics documenting need for the creation of this course. NOTE: see email at end of agenda from Dean Rick Osborn asking for reconsideration of this request.
- B. Syllabus: Concern is that Catalog Description is very brief: Add one more sentence to the current one, stating that topics may include: old vs. new regionalisms (globalization and the market model; government / governance and empowerment; regionalism, localism and provincialism) and critical regionalism (modernization, urbanization, and the homogenization of culture; space, place, bioregion and sustainability)
- C. Purpose and Goals: change bullets to asterisks so that the CPS will format correctly
- D. In section “Other Information”: include an Academic Misconduct Policy—wording available in the Student Handbook / Spectrum

### IV. Proposal for Master’s in Early Childhood Education, Master Teacher Concentration (MTEA) to be offered through distance learning (proposal attached). Dr. Amy Malkus.

During discussion of the proposal, it was clear that some revisions of the new form will be necessary to assure adequate information. Since this proposal was initiated using the appropriate form at that time, the subcommittee asked many questions and recommends approval with the following modifications:

#### **The subcommittee recommends approval with the following changes:**

- A. Clarify on the form that this program will be delivered as a hybrid, with most courses being delivered online but with a formal onsite requirement. Depending on specific mechanism chosen (one course being delivered onsite or a portion of one course being delivered onsite), the program will need to reflect this in the percentages on the form.
- B. Information on advising and use of learning resources may need to be modified, depending upon decision described in A. above.
- C. Modify the section on assessment of student learning outcomes to reflect the practice of assessing the program based on NAEYC standards and student learning based on performance on the comprehensive exam.

Action taken by council: approved with changes

### V. Proposal for Ed.S. Educational Leadership, Concentration in Counselor Leadership to be offered through distance education (proposal attached). Dr. Janna Scarborough.

During discussion of the proposal, it was clear that some revisions of the new form will be necessary to assure adequate information. Since this proposal was initiated using the appropriate form at that time, the

subcommittee asked many questions and recommends approval with the following modifications:

**The subcommittee recommends approval with the following changes:**

- A. Clarify on the form the number of credit hours of courses in the program that are entirely online and which will have hybrid delivery.
- B. In academic advising section, correct typo.
- C. In assessment of student learning, include example of how program assesses this.

*Action taken by council: approved with changes*

**Graduate Faculty Subcommittee report and recommendations – Dr. Tedesco Recommendations were emailed separately to council members for review.**

**Graduate Faculty Subcommittee Report  
January 2011**

**New Applications**

	<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1.	Archer, Melody	ECED	Affiliate
2.	Beach, Robert	Econ. & Finance	Affiliate
3.	Burks, Christopher	SPCH/Audiology	Affiliate
4.	Byrd, Rebekeh	HDAL	Member
5.	Coates, Allen	PHIL	Member
6.	Davison, John	HDAL	Affiliate
7.	Dobbins, Dorothy	SOWK	Member
8.	Emma, Todd	ENTC	Affiliate
9.	Gates, Nathan	PSYC	Affiliate
10.	Henley, Patrick	SPCH/Audiology	Affiliate
11.	Holbrook, Helene	NURS	Affiliate
12.	Hong, Jinseak	ENTC	Affiliate
13.	Johnson, Kelli	SPCH/Lang. Path.	Affiliate
14.	Joyner, Michelle	MATH	Member
15.	Kalayci, Selim	CSCI	Affiliate
16.	Mims, Pamela	HDAL	Member
17.	Nanjundeswaran, Chayadevie	SPCH/Lang. Path.	Affiliate
18.	Prior, Nicole	CJCR	Member
19.	Shephard, Edward	CUAI	Affiliate
20.	Short, Glenda Lester	SOWK	Member
21.	Smith, Michael	SOWK	Member
22.	Sweeny, Aryn	MUSC	Member
23.	Weierbach, Florence	NURS	Member
24.	Zheng, Shimin	Biostats	member

Action taken by council: approved

**Reappointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Present Status</u></b>	<b><u>Recommendation</u></b>
1. Alavi, Jafar	Econ. & Finance	Full	Member
2. Behringer, Bruce	Public Health	Interim	Member
3. Blanton, Hugh	ENTC	Associate	Member
4. Brown, Russell	PSYC	Full	Senior
5. Calhoun, Sandra	NURS	Temp.	Affiliate
6. Chase, Patricia	SPCH/Audiology	Associate	Member
7. Chen, Ke	Geoscience	Associate	Member
8. Cherry, Donna	sowk	Temp	Member
9. Clark, William	ENTC	Associate	Member
10. Clements, Andrea	PSYC	Full	Member
11. Cline, Keely	HDAL	Temporary	Member
12. Copp, Martha	SOCI	Full	Senior
13. Cottongim, Constance	HDAL & ELPA	Temporary	Affiliate
14. Couch, Evelyn	Housing*	Temporary	Affiliate
15. Disque, Joseph	HDAL	Full	Member
16. Enloe, Sandy	EDUC	Temporary	Affiliate
17. Evanshen, Pamela	HDAL	Associate	Senior
18. Floyd, Michael	Family Medicine	Full	Member
19. Fox, James	HDAL	Full	Senior
20. Franklin, Jay	SOAA	Associate	Member
21. Geiken, Rosemary	HDAL	Temporary	Member
22. Greer, Kathy	HDAL	Temporary	Affiliate
23. Hall, Delbert	COMM/Theater	Associate	Member
24. Harralson, Heidi	CJCR	Temporary	Affiliate
25. Helfgott, Michale	Math	Full	Member
26. Hollenbeck, Scott	HDAL	Temporary	Affiliate
27. Holtsclaw, Jennifer	SOWK	Temporary	Affiliate
28. Hossler, Susan	NURS	Temporary	Affiliate
29. Hu, Chih-Long	Music	Temporary	Member
30. Hull, Vida	ARTH	Associate	Member
31. Jackson, Frances	NURS	Temporary	Affiliate
32. Kao, Race	Surgery	Full	Senior
33. Kinser, Amber	COMM	Full	Senior
34. Kirkby, Scott	CHEM	Full	Member#
35. Knight, Hal	ELPA	Full	Senior
36. Lamont, Hugh	KLSS	Temporary	Member
37. Lloyd, Tess	ENGL	Associate	Member
38. Maas-Brady, Jean	SOWK	Interim	Affiliate
39. Marshall, Stephen	COMM	Associate	Member

40. Martin, Anita	HDAL	Temporary	Affiliate
41. McDowell, Timothy	BIOL	Full	Member**
42. McIntosh, Cecilia	BIOL	Full	Senior
43. McMurray, Marcia`	HDAL	Temporary	Affiliate
44. Nyarambi, Arnold	HDAL	Interim	Affiliate
45. Owen, Kathleen	HDAL	Temporary	Affiliate
46. Owens, Daniel	BIOL	Interim	Affiliate
47. Parker, Herbert	COMM/Theater	Associate	Affiliate
48. Reed, Delanna	CUAI	Interim	Affiliate
49. Ryman, Joel	MGMT/MRKT	Full	Member**
50. Scherer, Nancy	SPCH/Audiology	Full	Senior
51. Smith, Karen	Music	Temporary	Affiliate
52. Spitzer, Alan	MGMT	Associate	Member
53. Stead, Edward	MGMT/MRKT	Full	Senior
54. Wallace, Stephen	Geoscience	Full	Senior
55. Wu, Tiejian	Biostats	Associate	Senior

**#Dean rec. was member; grad coordinator and chair recommended senior.**

**\*\*All recommendations were for member status.**

**\*Will teach a course for HDAL**

*Action taken by council: approved with one correction to correct David Owens to Daniel Owens*

### **Old Business:**

The council members discussed extensively the drafting revision of the Graduate Faculty application form in prior meetings with various recommendations to be included. As a result, Dr. Beck presented to the council members the Graduate Faculty Appointment/Reappointment drafted proposal. After the council members reviewed the draft form, it was unanimously approved with one suggestion. Dr. Beck was requested to notify the graduate coordinators, deans, chairs by email of the new form accessibility on the Graduate Studies website. The notification should prevent old appointment forms from being submitted to the subcommittee.

The Academic Council requested Dr. Champney and Dr. McIntosh convey to the Graduate Council members clarification regarding graduate certificate language in the catalog. The council members discussed the proposed current and recommended language on second graduate master's degree and dual degree programs. The motion was made regarding the recommended language and the motion was approved.

### **New Business:**

Dr. Grube and Dr. McIntosh specify the background information regarding why the ETSU Definition of Credit hours required reviewing. The credit hours determination includes labs, clinics, internship, independent study and practicum. Also, the criterion is toward programs not courses moving to the online delivery. After the council members discussed the definition of credit hours, the council endorsed in concept the straw man draft. However, Dr. Grube was asked to bring the final proposal back to the Graduate Council for review and approval

### **Other:**

Dr. Beck introduces a new email change implemented by OIT that will begin February 1, 2011. Students will receive their ETSU username and email address before they enroll into classes. The information will be sent to students in the official admission letter. All essential information will be communicated to this email address.

**Adjournment:**

There was no further business to conduct; therefore, the council meeting was adjourned at 2:05 p.m.