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Graduate Council Meeting Minutes and Reports

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4-30-2012

### 2012 April 30 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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**Graduate Council – Minutes**  
**East Tennessee State University**  
**April 30, 2012 1:15pm**  
**President’s Conference Room – Dossett Hall 206**

**Present:** Dr. David A. Arnall, Dr. Karin Bartoszuk, Dr. Jeffrey P. Beck, Ms. Queen H. Brown, Dr. Stacy D. Brown, Dr. Ranjan N. Chakraborty, Dr. Scott W. Champney, Dr. William R. Duncan, Dr. Marsh Grube, Dr. Donald B. Hoover, Dr. Marie Jones, Dr. Cecilia A. McIntosh, Dr. Martha M. Pointer, Dr. Marie Tedesco, Dr. Ester L. Verhovsek, Mr. Logan Vess

**Absent:** Dr. Russell Brown, Ms. Maria D. Costa, Dr. Emmett M. Essin, Dr. Eric S. Glover, Ms. LaDonna Hutchins, Dr. Jeff R. Knisley, Ms. Billie Lancaster, Dr. Kathleen M. Rayman, Dr. Lori Marks, Ms. Colleen Scott

**Guests:** Dr. Leslie McCallister, Dr. Lee Daniels, Mr. Chris Ayres

**Approval of March 2012 Minutes:**

The March 26, 2012 minutes were approved without corrections.

**Selection of a Chair for 2012-13:**

Dr. Champney was voted to be chair for 2012-2013 academic years.

**Curriculum Subcommittee report – Dr. Martha Pointer**

Each of the proposals below was considered using the following characteristics as an element of the appropriateness of the proposal:

- Appropriate credit hour assignment
- Appropriate discipline-specific best practices
- Appropriate purpose and goals of the proposal
- Appropriate intellectual/learning outcomes
- Appropriate content and topics
- Appropriate major assignments
- Appropriate class level
- Appropriate course type
- Appropriate course delivery method
- Conflict with other courses or programs
- Articulation and transferability of credit to other institutions

**New Course Proposal – SOCI 5640, Collective Behavior and Social Movements**

This course will add a graduate-level (non 4/5XX7) elective to the M.A. in Sociology curriculum. It focuses on two sub-fields in Sociology.

The subcommittee recommended approval with the following editorial changes:

- A. In the Purpose and Goals section, change the “&” to “and” in the last bullet.
- B. In the Learning Outcomes, remove the period at the end of the first bullet.
- C. In the Major Assignments, insert “each” after “Two papers.”
- D. In Other Information, include a statement about academic misconduct.
- E. Recommend adding the first sentence of the Purpose and Goals to the Catalog Description.
- F. In the Major Assignments sections, change the “I” to “the instructor.”

***Action taken by council: approved with recommended changes***

### **New Course Proposal – CUI 5858, Supervised Field Mentoring**

This course provides students with the required field experience for individuals seeking initial licensure through the transitional route.

The committee recommended approval with the following editorial changes:

- A. In the Snapshot, insert a comma between the names of the two professors who are listed as qualified to teach the course.
- B. In the Attendance Policy, please include any penalties for nonattendance.
- C. Reword the Course Cost so that the information is in parallel construction by placing parenthesis around \$2200.

***Action taken by council: approved with recommended changes***

### **Non-Substantive Curriculum Change – Educational Communication and Technology concentration of the M.Ed.**

This proposal changes the admission requirements in the program so that admission decisions will be based on a more complete set of information.

The subcommittee recommended approval with the following changes:

- A. Re-word the Rationale to reflect the change spelled out in the Program Admission Requirements.
- B. In the Program Admission Requirements, use bullets to list the requirements of
  - a minimum of 3.0 undergraduate grade point average on a 4.0 scale (if the grade point average is less than 3.0, applicants with exceptional GRE scores may be considered),
  - a professional resume, and
  - three professional letters of reference.

***Action taken by council: approved with recommended changes***

**Substantial Curriculum Modification – Master of Arts in Kinesiology and Sport Studies with concentrations in Sport Management and in Exercise Physiology and Performance.**

This proposal updates the curriculum to include current trends in the field.

The subcommittee recommended approval with the following editorial changes:

- A. In the Snapshot, correct the Title of Action by adding or removing parenthesis and including capital letters where necessary.
- B. In the Narrative Description of Action in the Snapshot, capitalize the word “design” in the name of the course.
- C. In the Purpose section, capitalize the word “design” in the title of the course, and capitalize the Sports Management concentration name.
- D. In the Impact section, insert a line after the quote from NASPE.
- E. In the Plans for Accreditation, insert “Currently there is no well-established, widely used accrediting agency for this program. In the future, the program may seek accreditation.
- F. In part 4, put “see attachment 1.” on a separate line.
- G. In part 7, move the N/A to the next line.
- H. In part 8, begin your answer on a separate line, and insert “thereby” between “improve” and “complying.”

*Action taken by council: approved with recommended changes*

**Graduate Faculty Subcommittee report and recommendations – Dr. Tedesco**

**Graduate Faculty Subcommittee Report  
April 2012**

**New Applications**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Recommendation</u></b>
1. Hall, Jennifer	Biomedical Sci.	Affiliate

**Reappointments**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Present Status</u></b>	<b><u>Recommendation</u></b>
1. Boyd, John	ELPA	Temporary	Affiliate
2. Fitzgerald, Marty form.	Eng. Tech.	Associate	Returned for completion of
3. Flora, William	ELPA	Temporary	Member
4. Good, Donald	ELPA	Associate	Member
5. Gregory, Richard	Econ. & Finance	Associate	Returned for completion of form.

6. Hales, Cynthia	HDAL	Interim	Affiliate
7. Kumar, Dhirenda	BIOL	Full	Member
8. Levy, Foster	BIOL	Full	Member*
9. Meier, Lori Turner	CUAI	Associate	Member
10. Melendez, Jane	CUAI	Associate	Affiliate**
11. Nivens, Ryan	CUAI	Interim	Member
12. Smith, Cynthia	ELPA	Temporary	Affiliate
13. Trumbley, Sharon	NURS	Temporary	Affiliate
14. Yavas, Ugar	MGMT/MKGT	Full	Senior

\*Pending reception of complete form from graduate school, as part of another application was scanned with Levy's application.

\*\*Post-retirement application.

### **Old Business:**

First, Dr. Karin Bartoszek reported on the Graduate Studies Award Ceremony held April 25, 2012 at the D. P. Culp Auditorium. Dr. Brian Noland, Dr. Bert Bach, and Dr. Wilsie Bishop were speakers for the event and Dr. Noland presented the awards to the recipients. There were nineteen Quillen Scholarships, fifteen Research Grant Awards, Outstanding Dissertation, Outstanding Thesis in Arts and Humanities, Outstanding Thesis Education & Social Science, Outstanding Thesis in Math, Science, and Technology, Outstanding Capstone, Service Project that Enhance the Public Good, Excellence in Teaching (Assistant and Associate), and Graduate Education Day at the Legislative Plaza special appreciation award. Also, the departments were invited to present their awards at the ceremony which included the Dept. of History, Chemistry, Political Science, Psychology, Military Science and Accountancy. Overall, the award ceremony was a success in number of recipients and participation. A reception followed the awards for socializing and refreshments while group pictures were taken by Mr. Jim Slagle.

Second, Dr. Cecilia McIntosh reported on the status of the thesis/dissertation Boot Camp. The information regarding the boot camp will be posted to the Graduate Studies website. The members of the boot camp development team are: Dr. Marie Jones, Dr. Russell Brown, Dr. John Taylor, Mr. Robert Russell, Dr. Marie Tedesco, Dr. Kathleen Rayman, Dr. Virginia Foley, and Dr. McIntosh. The dates, workshop topics, and prices have been determined. Advertisement plans are for emails to go to graduate coordinators, graduate students, and college deans. Administrative logistics still need to be worked out. The boot camp will meet on Friday evening and all day Saturday at least four times during the semester. A room in the library will be set up during the semester and lunch will be served. An update will be provided at the next meeting of the Council.

### **New Business:**

Dr. Martha Pointer mentioned several curriculum proposals will be ready to be reviewed and if the council could possibly meet during the summer. The members agreed to meet June 25, 2012.

**Other:** none

**Adjournment:**

There was no further business to conduct. Therefore, the meeting was adjourned at 2:00 p.m.