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Graduate Council Meeting Minutes and Reports

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2012 June 25 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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Graduate Council – Minutes
East Tennessee State University
June 25, 2012 1:15pm
President’s Conference Room – Dossett Hall 206

Present: Dr. Karin Bartoszuk, Dr. Jeffrey P. Beck, Ms. Queen H. E. Brown, Dr. Stacy D. Brown, Dr. Scott W. Champney, Dr. William R. Duncan, Dr. Emmett M. Essin, Dr. Eric S. Glover, Dr. Donald B. Hoover, Dr. Cecilia A. McIntosh, Dr. Kathleen M. Rayman, Dr. Marie Tedesco, Dr. Ester L. Verhovsek, Mr. Logan Vess

Absent: Dr. David A. Arnall, Dr. Russell Brown, Dr. Ranjan N. Chakraborty, Ms. Maria D. Costa, Dr. Marsh Grube, Ms. LaDonna Hutchins, Dr. Marie Jones, Dr. Jeff R. Knisley, Ms. Billie Lancaster, Dr. Martha M. Pointer, Dr. Lori Marks, Ms. Colleen Scott

Guest: Dr. Marian Young

Approval of April 2012 Minutes:

The April 30, 2012 minutes were approved without corrections.

Curriculum Subcommittee report – Dr. Eric Glover gave the curriculum report in Dr. Pointer’s absence.

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

Substantial Course Modifications – SURV 5517, Photogrammetry

This proposal is part of the undergraduate curriculum revision in the Surveying program. The graduate-level offering of this course will be deleted, and the undergraduate offering of the course will be changed to SURV 3570.

The subcommittee recommends approval.

Action taken by council: approved

Substantial Course Modification – SURV 4617/5617, Digital Imagery Processing

This proposal is part of the undergraduate curriculum revision of the Surveying program.

The subcommittee recommends approval with the following changes:

- A. Correct the spelling of “Imagery” in the Course Title.
- B. In the Rationale for Proposal, change “allows” to “allow.”
- C. In the Proposed Catalog Description, include the Prerequisites of MATH 19209, SURV 3560, or permission of instructor.

Action taken by council: approved with recommended changes

Substantial Course Modification – SURV 4567/5567, Positioning with GPS

This proposal is part of the undergraduate curriculum revision of the Surveying program.

The subcommittee recommends approval with the following changes:

- A. In the Proposed Catalog Description, insert the Prerequisites of SURV 3560 or permission of instructor.
- B. In the Learning Outcomes, change the word “form” to “from.”
- C. In the Quizzes section, remove the hanging underline from the end of the sentence.

Action taken by council: approved with recommended changes

Revision of the M.Ed. in Secondary Education

The subcommittee recommended changes and will review edited proposal at its August meeting for consideration by the Graduate Council in August.

Graduate Faculty Subcommittee report and recommendations – Dr. Tedesco.

New Applications:

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Kelly, Edward	Office of Univ. Counsel	Affiliate
2. Noland, Brian	Office of President	Member
3. Perdue, Troy	Office of Univ. Counsel	Affiliate
4. Sayers, Adam	Athletics.	Return*
5. Stevenson, Taylor	Econ. & Finance	Member

*Lacked applicant's vita; dean's signature, and recommendation by grad coordinator.

Reappointments

<u>Applicant Status</u>	<u>Department Recommendation</u>	<u>Present</u>
1. Barton, Alison Member	HDAL	Associate
2. Davenport, Mary Member	Physical Therapy	Not given (NG)
3. Dotterweich, Andy Member	KLSS	NG
4. Duncan, Joyce Affiliate	HDAL	Temp.
5. Dwyer, Edward Member	CUAI	Full
6. Fitzgerald, Marty Interim	Engr. Tech. Affiliate	
7. Foster, Levy Senior	BIOL	Full
8. Glasscock, Catherine Member	ELPA	NG
9. Gloeckler, Phyllis Member	HDAL	NG
10. Gregory, Richard Member	Econ. & Finance	Assoc.
11. Gunter, Charles Interim	Geosciences Affiliate	
12. Harley-McClaskey, Deborah Member	HDAL	NG
13. Hemphill, William Return**	Engr. Tech.	NG

14. Hurwitz, Rhona Member	CUAI	NG
15. Langenbrunner, Mary Member	HDAL	NG
16. Levy, Foster Senior	BIOL.	Full
17. Lhotsky, Gary Member	KLSS	NG
18. Mozen, Diane Member	KLSS	Associate
19. Pfeiffer, Phillip Member	CSCI	Full
20. Rice, Judy Interim	Nursing Affiliate	
21. Stewart-Glenn, Jennifer Interim	Nursing Affiliate	
22. Stidham, April Interim	Nursing Affiliate	
23. Vanhook, Patricia Member	Nursing	Assoc.
24. Wallace, Christopher Interim	CSCI Member	

**Lacked explanation regarding why lack of terminal degree appropriate.

Old Business:

Dr. McIntosh presented the status of the Boot Camp. The Boot Camp will be operated by the Office of Professional Development under Ms. Darla Dye. A boot camp team made up of graduate council and other graduate faculty members have created a schedule that includes optional workshops. Emails have been sent to all graduate students, deans, and graduate coordinators. To date, five persons have registered for the boot camp. The registration is handled by Professional Development and the cost is \$125 that includes snacks and Saturday lunches. Writing tutors are available for an extra charge of \$15 per hour and will begin in session II (coordinated by Dr. Rob Russell). Participants will have opportunity to have some writing reviewed by Dr. John Taylor and will be required to have developed a timeline for completion as part of the workshop activities.

Ms. Emily Redd (Graduate School editorial assistant) will monitor the workshop D2L site.

The optional mini workshops will be “*on topics such as: Milestones and Speed Bumps; Thesis and Dissertation Style Guides; Review of Writing Mechanics; The Review and Editing Process; Organizing Literature for Review; PLUS actual review by and feedback from expert thesis/dissertation reader!*”

New Business:

Dr. Bartoszek reported on the status of applications for Thesis/Dissertation Scholarships. The deadline has been set for July 1, 2012. The volunteers for chairs will be Dr. Marie Tedesco for Arts/Humanities, Dr. David Arnall for Health Sciences, Dr. Marie Jones and Dr. Bartoszek for the Social Sciences. Dr. Bartoszek requested the council member spread the word to their deans, coordinators, and students. A formal announcement will be emailed and posted to the Graduate Studies website.

Dr. Beck reported on the ELS (English Language as a Second Language) and application for admission status. The ELS program has been continually growing with an average of three or four new students per week. There is mixture of students from various regions of the world such as China, India, Korea, and Saudi Arabia. Also, ETSU is benefitting from the worldwide promotion for the ELS program through the ELS network and publications. Over 20 applications for graduate study have been submitted from ELS students since March.

Other:

Dr. Bartoszek and Dr. Beck are collaborating to bring a GRE preparation program to ETSU. The GRE program will be a course on campus and will be handled by Professional Development under Ms. Darla Dye with Dr. Paul Price providing the room. The announcement will be sent in July for GRE program offered in October and April. This will be an all-day course that includes verbal, quantitative, and writing with three practice tests and lunch. The service/program is offered to both undergraduates and graduates students. The GRE preparation program will be able to offer assistance to approximately forty students per session.

Adjournment:

There was no further business to conduct. Therefore, the meeting was adjourned at 1:55 p.m.