

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Graduate Council Meeting Minutes and Reports

---

10-28-2013

### 2013 October 28 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/grad-council-minutes>



Part of the [Higher Education Commons](#)

---

#### Recommended Citation

College of Graduate and Continuing Studies, East Tennessee State University, "2013 October 28 - Graduate Council Minutes" (2013). *Graduate Council Meeting Minutes and Reports*. 123.  
<https://dc.etsu.edu/grad-council-minutes/123>

This Minutes is brought to you for free and open access by Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Graduate Council Meeting Minutes and Reports by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact [digilib@etsu.edu](mailto:digilib@etsu.edu).

**Graduate Council – Minutes**  
**East Tennessee State University**  
**October 28, 2013 1:15pm**  
**President’s Conference Room – Dossett Hall 206**

**Present:** Dr. Karin Bartoszuk, Dr. Stacy D. Brown, Dr. Scott W. Champney, Dr. William R. Duncan, Dr. Emmett M. Essin, Ms. Winona F. Greene for Queen H. E. Brown, Dr. Marsh M. Grube, Dr. Jeff R. Knisley, Ms. Billie Lancaster, Dr. Lori Marks, Dr. Brian J. Maxson, Dr. Robert Pack, Dr. Martha M. Pointer, Dr. Kathleen M. Rayman, Ms. Evelyn Roach, Mr. Joshua Savage, Dr. Janna Scarborough, Dr. Marie Tedesco, Dr. Michelle Lee, Dr. Florence M. Weierbach

**Absent:** Dr. Russell Brown, Ms. Maria D. Costa, Ms. LaDonna Hutchins, Dr. Marie Jones, Dr. Cecilia A. McIntosh, Dr. Mitch Robinson, Ms. Colleen Scott, Ms. Queen H. E. Brown

**Guests:** Dr. Mary Littleton, Dr. John Briley

**Approval of September 2013 Minutes:**

The September 30, 2013 minutes were approval without corrections.

**Curriculum Subcommittee report – Dr. Marie Jones/Dr. Kathleen Rayman:**

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

**Policy Change to transfer all fifteen credits of the Rural Health Care Certificate to the MPH in Community Health”.**

**Subcommittee recommends approval with the following changes:**

- A. The proposal needs to be retitled. It is not a policy change, rather an articulation for acceptance of certificate credits toward a master’s degree. As such, it is very simple but the information/wording included in the proposal “students who have completed the certificate in Rural Health.....) should appear in the catalog section for the certificate AND in the catalog section for the MPH concentration in Community Health. Proposal language also should include information about courses needing to be within matriculation limits to be applied toward the degree. The information on current transfer policy that appears in this same section should be removed because this is not a proposal for striking/amending that policy. I don’t think we need to include programs of study either since this is a simple articulation.
- B. Please include plans for accreditation
- C. Item 3, include information from program inventory for the table
- D. Item 5, change implementation date to fall 2015
- E. Item 6, delete (-) after NA

F. Item 8, address if more students are in the MPH program, will this affect course offerings?

*Action taken by council: approved with recommendations*

**“Terminate MCM Degree”.**

**Subcommittee recommends approval with the following changes:**

A. The MCM is an alternate degree designation for a concentration within the MPA program, not a separate degree program (no matter how THEC lists it in the inventory). So, what we really want to do is stop having an alternate degree designation so that graduates of the concentration will have MPA degree designation on their transcripts and diplomas, with annotation that they had a concentration in city management. It is really quite straightforward but if we don’t get the language exactly correct, THEC will be even more confused than they already are. Suggest for narrative description of action: “To cease using the alternate degree designation of MCM for those students in the MPA program who are following the City Management concentration. We will retain this concentration but have the degree designation be MPA with a concentration in City Management.” So, the proposal statement needs to be reworded.

B. Also implementation date may need to be adjusted.

C. Purpose statement and the Need sections should be reworded and concise.

D. Type of program change: wording in the “other” needs to be changed.

E. Need a good transition plan for students. All students currently in that concentration should receive a letter informing them of the change and asking them to identify if they want to retain completing with MCM degree designation or change to the MPA with concentration in City Management designation. They (the students) should have to respond in writing. If all want to change, then the transition can be short. If any want to retain the MCM, then we have to allow time for them to finish and communicate to them the deadline.

F. We need to state clearly a point at which all newly admitted students will be on track to earn the MPA degree designation (hopefully this can be approved in time to make it into the 2014-15 catalog and all students entering with that catalog of record would get the new designation. We can put a note in the current catalog as to when this will take effect so that students applying under one rule but entering under another have clear communication as to what is happening.

*Action taken by council: approved with recommendations*

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

<b>Appointment</b>		
<b>Applicant</b>	<b>Department</b>	<b>Recommendation</b>
1. Ellis, Elizabeth	CUAI	Affiliate
2. Novak, David	CUAI	Affiliate
3. Ozment, Tammy	Surgery	Member

*Action taken by Council: approved*

<b>Reappointment</b>	-	-	-
-			

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Agrawal, Alok	Biomedical Sciences	Senior Member	Senior Member
2. Bidgood, Lee	Appalachian Studies	Member	Member
3. Boner, Daniel	Appalachian Studies		Deny Graduate Faculty Status*
4. Cameron, Nancy	Nursing	Member	Member
5. Diffenderfer, Sandy	Nursing	Member	Member
6. Littleton, Mary Ann	Community and Behavior Health	Senior Member	Senior Member
7. Sokell, Geri Ann	Physical Therapy	Member	Member
8. Stewart, James	Biological Sciences		Member
9. White, Larry	Economics and Finance	Member	Member

\*After much discussion, the Graduate Faculty Subcommittee recommended that this applicant should not be granted graduate faculty status.

*Action taken by Council: approved with an exception. Application of Daniel Boner was tabled until the November meeting*

**Report from Academic Council – Dr. Marks:**

Dr. Marks reported a proposal was submitted to Academic Council for establishing a new online degree entitled Masters of Science in Digital Marketing with the implementation date of fall 2014. This new Digital Marketing online degree was approved by Academic Council and will be sent to TBR/THEC. Furthermore, the five concentrations under the Masters of Secondary Education proposal was approved by Academic Council and submitted to TBR seeking approval to implement fall 2014. Additionally, Dr. Noland has sent a campus wide email regarding the President’s Higher Education Community Service Honor Roll award and information should be submitted to Teresa Brooks Taylor by November 1, 2013.

**Old Business:**

None

**New Business:**

The report to discuss the Academic Audit versus the Program Review for graduate programs was tabled until the November meeting when Dr. McIntosh can provide information from Dean’s Council.

**Other:**

Dr. Maxson presented an email from Dr. Martha Copp regarding the thesis and dissertation template for vita. Dr. Copp suggested to eliminate the marital status, to put the person's name instead of, for example, John J. Nowal, and to put year of birth instead of the date of birth. The council discussed the suggestions, and a motion was made and voted to accept the above changes.

**Adjournment:**

There was no further business to discuss: therefore, the meeting was adjourned at 1:43 pm.