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Graduate Council Meeting Minutes and Reports

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2014 January 27 - 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 27, 2014 1:15pm
President’s Conference Room – Dossett Hall 206**

Present: Dr. Karin Bartoszuk, Dr. Stacy D. Brown, Dr. William R. Duncan, Dr. Marsh Grube, Ms. LaDonna Hutchins, Dr. Marie Jones, Dr. Jeff R. Knisley, Ms. Billie Lancaster, Dr. Lori Marks, Dr. Brian Maxson, Dr. Rob Pack, Dr. Martha M. Pointer, Dr. Kathleen M. Rayman, Dr. Evelyn Roach, Dr. Mitch Robinson, Mr. Joshua Savage, Dr. Janna Scarborough, Dr. Marie Tedesco, Dr. Ester L. Verhovsek, Dr. Florence M. Weierbach

Absent: Dr. Russell Brown, Ms. Maria D. Costa, Dr. Cecilia A. McIntosh, Ms. Colleen Scott

Guests: Dr. Kelly Reath, Dr. Janne Dunham-Taylor, Dr. Bethany Flora

Approval of November 2013 Minutes:

The motion made, seconded, and approved to accept the November 25, 2013 minutes.

Curriculum Subcommittee report – Dr. Marie Jones:

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

Curriculum Change (needs Graduate Council Approval, not TBR) Division of Cross-Disciplinary Studies. (Marie Tedesco) Require minimum of B in MALS 5400, Seminar in Interdisciplinary Research (core MALS course).

The subcommittee recommends approval with the following changes:

- A. Add wording to be added to the catalog in two places: pre-requisite completion of 5400 at grade of B or higher for the capstone course; degree requirements under catalog program description

Action taken by council: approved with recommendations

Substantive Curriculum Change: PhD Early Childhood Education Change pre-requisites and collateral courses.

The subcommittee recommends approval with the following changes:

- A. Prerequisite changes must be submitted on Editorial Change form.
- B. In the box labeled "Insert existing approved curriculum as shown in catalog" provide the current catalog statement regarding the collateral course. In the following box, "Insert proposed curriculum revision with changes in bold" simply type the proposed statement, with changes in bold.

Action taken by council: approved with recommendations

Non-Substantive Curriculum Change: Early Childhood Education Emergent Inquiry Certificate (Dr. Broderick) Change in admission requirements.

The subcommittee recommends to table to next meeting.

- A. Tabled by subcommittee. Change needs to be submitted on TBR form.

Action taken by council: Tabled

Non-Substantive Curriculum Change: Early Childhood Education MA, Initial Licensure concentration (Dr. Malkus) Change in admission requirements.

The subcommittee recommends to table until next meeting.

- A. Tabled by subcommittee. Change needs to be submitted on TBR form.

Action taken by council: Tabled

Substantive Curriculum Change Nursing. (Janne Dunham-Taylor)

The subcommittee recommends approval with the following changes:

- A. Snapshot, Degree abbreviation. Major name is Doctor of Nursing Practice; the degree abbreviation is DNP.

Action taken by council: approved with recommendations

New Course SOWK 5410 Social Work Practice in Rural Settings (Dr. Reath)

The subcommittee recommends approval with the following changes

The subcommittee recommends approval with the following changes:

Purpose and Goals section of syllabus, please edit to state “the purpose of this course is to.... The goals of this course are to: ...”

Other information should include information on disability services and academic misconduct.

Be sure that the learning objectives are at the higher levels expected for graduate students.

Change grading scale to read “F below 73.”

Action taken by council: approved with recommended changes

New Course ELPA 6873 Advance Technology Applications for Educational Leaders (Dr. Flora).

The subcommittee recommends approval with the following changes:

Snapshot- Prerequisites ELPA 6872 or equivalent. Remove that phrase from the catalog description.

Snapshot—Course repeatable for credit “No”

Snapshot – proposed implementation term should read summer 2014.

Snapshot—contact information for similar courses. Delete and replace with N/A

Syllabus – max credit hours should read N/A

Learning outcomes: use higher level terms from Bloom’s Taxonomy to demonstrate higher level outcomes appropriate for a doctoral level class.

Major course topics—just list them without the descriptions.

Grading scale revise to read “F below 282”

Action taken by council: approved with recommended changes

Graduate Faculty Subcommittee report and recommendations – Dr. Marks:

**Graduate Faculty Subcommittee Report
January 2014**

Appointment

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Arns, Michelle	Nursing	Affiliate

2. Burton, Kara	Audiology & Speech Language Pathology	Affiliate
3. DeWeese, Brad	Exercise and Sport Science	Member
4. Fox-Horton, Julie	Continuing Programs/Degree Programs	Affiliate
5. Griggs, Jill	Audiology & Speech Language Pathology	Affiliate
6. Haddad, Lisa	Nursing	Member
7. Hagg, Theo	Biomedical Sciences	Senior Member
8. Hudson, Tina	Teaching & Learning	Member
9. Rock, Terryl Smith	Curriculum & Instruction	Affiliate

Action taken by council: approved

Reappointment

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Beach, Robert	Economics & Finance	Member	Affiliate
2. Braswell, Michael	Criminal Justice & Criminology	Full Member	Senior Member
3. Broderick, Jane Tingle	Teaching & Learning	Member	Senior Member
4. Dalton, Bruce	Social Work	Full Member	Member
5. Duffourc, Michelle	Biomedical Sciences	Member	Senior Member
6. Greer, Kathryn D.	Teaching & Learning	Affiliate	Affiliate
7. Henley, Patrick Jonathan	Audiology & Speech Language Pathology	Affiliate	Affiliate
8. Kamolnick, Paul	Sociology & Anthropology	Full Member	Senior Member
9. Knisley, Jeff	Mathematics & Statistics	Associate	Senior Member
10. Martin, Anita Jane	Counseling & Human Services	Affiliate	Affiliate
11. Miller, Merry	Psychiatry	Member	Senior Member
12. Nyarambi, Arnold	Teaching & Learning	Affiliate	Member

Action taken by council: approved

Note:

Two additional applications were submitted but not reviewed.

Nancy Cameron - The committee reviewed her application and made a recommendation in October.

Delanna Reed - Application was missing signature pages.

Report from Academic Council – Dr. Marks:

Dr. Marks stated the Academic Council met and approved four proposals which were: substantive revision to the M. A. in Reading, establishment of a graduate certificate in Athletic Administration, establishment of an online graduate certificate in Mathematical Modeling in Bioscience, and the articulation agreement of the Rural Health Graduate Certificate transfer to M. P. H. in Community Health. There were no announcements.

Old Business:

Dr. Maxson presented an update on the Add-On Fellowship. He stated previous attempts to fund the fellowship have received little or no response. Some suggestions from the graduate coordinators were mentioned as ways to redirect the scholarship to benefit students in other ways. Dr. Maxson is in the process of gathering data for a proposal to be presented at the next meeting to better meet the requests of the program coordinators.

Dr. Bartoszuk handed out the new edition of the *illuminated* magazine to each council member and stated to send any item(s) to be featured to her attention for future articles. Also, emails will be sent regarding the Research grants, Service Projects for the Public Good, Excellence in Teaching, and Thesis/Dissertation within the next week.

New Business:

First, Dr. McIntosh was not present, therefore, the report on the January 13, 2014 winter graduate coordinator meeting and suggested topics for Graduate Council consideration was tabled.

Second, Dr. Marie Jones summarized the report regarding Thesis/Dissertation Boot Camp in Dr. McIntosh absence. The boot camp is a vast success as well as an increase in the number of participants enrolled. Also, there are students from other colleges and universities that are driving to participate in the boot camp. For example, one student drives from Murfreesboro. However, a majority are participants

affiliated with ETSU. In addition, there is a wide range of disciplines in the various colleges. This indicates some of the success of the boot camp.

Third, Dr. Maxson updated the council regarding the Thesis/Dissertation, Diversity, and Out of state awards. For Thesis/Dissertation scholarships, there is an issue concerning eligibility that requires clarifying. This pertains to whether the student is eligible the last year or last semester of the degree program or near the end of their program. Dr. Maxson will present a proposal to clarify for the council meeting in February. For Diversity and Out of State awards, Dr. Maxson stated that the deadlines will be removed from the Graduate Studies website. The student will be able to apply up to the day before the term starts.

Other:

Dr. Grube summarized the curriculum process system (CPS), the approval levels, and the forms required. There is an editorial form to use when a curriculum has prerequisite changes. It is reviewed and approved by the chairs and the registrar with a 24-hour turnaround time. Further discussion tabled until February meeting.

Adjournment:

There were no further business to discuss; therefore, the meeting was adjourned at 2:20 p.m.