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Graduate Council Meeting Minutes and Reports

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

**Present:** Dr. Karin Bartoszuk, Dr. Stacy D. Brown, Ms. Winona Greene, Dr. Marsh Grube, Dr. Karen King, Ms. Billie Lancaster, Dr. Lori Marks, Dr. Brian Maxson, Dr. Cecilia A. McIntosh, Dr. Phillip Musich, Dr. Robert Pack, Dr. Martha M. Pointer, Dr. Nicole Prior, Dr. Kathleen M. Rayman, Dr. Evelyn Roach, Dr. Janna Scarborough, Dr. Marie Tedesco, Dr. Paul Trogen, Dr. Michelle Lee, Dr. Florence M. Weierbach, Dr. Brittany Wilkins

**Absent:** Dr. Wendy Doucette, Dr. Mitchell Robinson, Ms. Jennifer Barber, Mr. Wendolin Elrod, Ms. Maria D. Costa, Dr. William R. Duncan, Ms. LaDonna Hutchins

**Guests:** Dr. Amy Malkus, Dr. Andrew Czuchry, Dr. Mary Mullins

**Approval of September 2014 Minutes:**

The motion was made, seconded, and approved to accept the September 29, 2014 minutes.

**A. Curriculum Subcommittee report – 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

**I. Curriculum Change: ECED Early Childhood Education M.A. – Dr. Amy Malkus**

Change timing of initial testing requirement for teacher licensing program (currently at admission to Teacher boards) to prior to admission to graduate program.

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

- Under “Purpose”: add “Before 1995 a score of \_\_\_ is needed prior to admission”.
- Under “Need”: change ‘decided’ to “determined” in next to last sentence.
- In “Appendix A”: item 4, delete “only” in second line; add semicolons to separate the listed items.
- In “Appendix A”: last paragraph, change “a clear” to “submission of a criminal”.

**II. New Course: ENTC 5650 Advanced Entrepreneurship: Dr. Andrew Czuchry**

Proposes a new course focused on business growth, innovation and expansion in larger organizations.

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

- Under “primary instructional media” check available on ground and online.

**III. New Course: PSYC 5670 Topical Seminar in Statistical Methods: Dr. Andrea Clements**

Proposes a new course focused on advanced statistical and methodological techniques for psychology and other graduate students.

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

- Under “Catalog Description” add “PSYCH 5210; PSYC 5410 or equivalent”
- Under “Major Assignments” write out “SPSS” the first time.
- Under “Grading Scale” change “69%” to “below 70%”
- Under “Grading Scale: remove last sentence.
- Add Disability Services information to syllabus.
- Add Academic Misconduct statement to syllabus.
- Check required textbooks for latest publication dates.

**IV. New Course: SOWK 4457/5457 Social Work Practice in Health Care Settings: Dr. Mary Mullins**

Proposes a new course focused on social work practice specific to individuals and families with health problems in acute and chronic health care settings.

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

- Include learning outcomes for Undergraduate and Graduate students
- Under “Purpose and Goals”: change “health-related” to “health care related” in first sentence.
- Under “Purpose and Goals”: change “health settings” to “health care settings” in last goal.

- Under “Grade Assignment, Graduate” change “treatment plans” to “case studies”.

**C. Graduate Faculty Subcommittee report and recommendations – Dr. Trogen.**

| <b>Appointment</b>      |                                |                              |
|-------------------------|--------------------------------|------------------------------|
| <b><u>Applicant</u></b> | <b><u>Department</u></b>       | <b><u>Recommendation</u></b> |
| 1. Bramlett, Shannon    | Audiology and Speech Pathology | Member                       |
| 2. Fox, Sean            | Health Sciences                | Affiliate                    |
| 3. Hall, Katherine      | Nursing                        | Member                       |
| 4. Johnson, Krisztina   | Audiology and Speech Pathology | Member                       |
| 5. Jones, David Michael | English                        | Affiliate                    |

*Action taken by council: approved*

| <b>Reappointment</b>    | -                          | -                            | -                            |
|-------------------------|----------------------------|------------------------------|------------------------------|
| <b><u>Applicant</u></b> | <b><u>Department</u></b>   | <b><u>Present Status</u></b> | <b><u>Recommendation</u></b> |
| 1. Bailes, Gordon       | Computing                  | GRDM                         | Member                       |
| 2. Bailey, M. Gene      | Computing                  | GRDM                         | Member                       |
| 3. Herrin, Roberta      | Appalachian Studies        | GRDM                         | Senior                       |
| 4. Livingston, James    | Engineering Technology     | GRAM                         | Member                       |
| 5. Nivens, Ryan         | Curriculum and Instruction | Member                       | Member                       |
| 6. Waage, Frederick     | Literature and Language    | None Listed                  | Senior                       |

*Action taken by council: approved*

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

Dr. Marks reported the items discussed at the September Academic Council meeting.

**E. Old Business:**

Dr. Maxson summarized the plans for dissemination information regarding the discontinuation of the thesis/dissertation reader. The email has been sent to graduate

coordinators, faculty and staff. Dr. Maxson summarized the Academic Council's comments along with summarizing the meeting with Academic Council designees, CFAA, and Graduate personnel. The council was asked for ideas for continuing education of faculty and students to assure the information regarding the discontinuation of the thesis/dissertation reader is acknowledged and understood.

Dr. Maxson presented to the council the revised letter to President Noland regarding the commitment to increase graduate assistantship stipends. The letter was revised in accordance with Council feedback as requested. The Council voted to accept the letter and asked Council Chair Dr. Lori Marks to sign on behalf of the Council but to list all voting members of the Council at the end of the letter.

#### **F. New Business:**

Dr. McIntosh brought up the idea of an overarching accelerated fast track policy for Bachelor's to Master's. The Council voiced interest and the following members volunteered to serve on an ad hoc committee to draft the policy for Council review at the January 2015 meeting (if possible): Drs. Pack, Scarborough, Trogen, McIntosh, Maxson.

Dr. McIntosh stated the long term graduate program data report (19 years of data) has been distributed to Graduate Program Coordinators, Deans, Vice Presidents, and others. She offered to provide to any Council Members interested at their request.

Ms. Billy Lancaster reported marketing ideas for putting videos and other messages in the catalog.

#### **G. Other:**

Dr. Maxson informed the council of scholarship changes. The new scholarships are George L. Carter Scholarship available for students in nine states within 250 miles radius of ETSU and the Sidney G. Gilbreath Scholarship available for out of state student beyond the 250 miles from ETSU. These are similar to the prior regional and out-of-state scholarships except for two main distinctions: there is a specified dollar figure for each rather than a percent off and the regional scholarship has a longer reach (250 miles rather than 75 miles).

#### **H. Adjournment:**

There was no further business to discuss; therefore, the meeting was adjourned at 3:00 p.m.