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Graduate Council Meeting Minutes and Reports

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2-29-2016

### 2016 February 29 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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**Graduate Council – Minutes  
East Tennessee State University  
February 29, 2016, 1:15pm  
President’s Conference Room – Dossett Hall 206**

**Present:** Ms. Jennifer Barber, Dr. Karin Bartoszuk, Ms. Queen H. Brown, Dr. Patrick Bradshaw, Dr. David Currie, Dr. Wendy Doucette, Dr. Marsh Grube, Dr. Michelle Lee, Dr. Jill Leroy-Frazier, Dr. Lori Marks, Dr. Brian Maxson, Dr. Cecilia A. McIntosh, Dr. Martha M. Pointer, Dr. Nicole Prior, Dr. Evelyn Roach, Dr. Janna Scarborough, Dr. Paul Trogen, Dr. Brittany Wilkins

**Absent:** Dr. Stacy D. Brown, Ms. Maria d. Costa, Dr. William R. Duncan, Ms. Wendolin Elrod, Ms. LaDonna Hutchins, Ms. Billie Lancaster, Dr. Rob Pack, Dr. Kenneth D. Phillips, Dr. Kelly Price, Dr. Mitch Robinson

**Guests:** Dr. Andrea Clements, Dr. Jill Stinson, Dr. Stacey J. Williams, Dr. Ginni Blackhart

**A. Approval of January 2016 Minutes**

The motion was made, seconded, and approved to accept the January 25, 2016 minutes with two changes under item III. Delete “a” and add “s” to read Establish New Concentrations.

**B. Curriculum Subcommittee report – Dr. Wendy Doucette**

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. Substantial Course Modification: PSYC 6801, Teaching Practicum in Psychology II (Dr. Andrea Clements)**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=10&Instance=8607](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=10&Instance=8607)

**Motion made to accept with the following changes:**

Overall, differentiate emphasis of PSYC 6801 (content) from PSYC 5801 (computer and labs) where possible.

**1. Snapshot:**

- a. Page 2, Rationale for proposal: Sentence 1: “three times while they are teaching an undergraduate 3-hour course”

- b. Page 2, Proposed Implementation Term: Fall 2017 (unless renegotiated)

2. Proposal:

- a. Page 1, Major Course Topics appears in the wrong place and content is missing.
- b. Page 1, Learning Outcomes:
  - i. bullet 1: “lessons to 3-hour undergraduate course students”
  - ii. bullets 3 and 5: begin with verbs
  - iii. bullet 6: select higher-learning verb
- c. Page 2, Major Assignments
  - i. Classroom observation, sentence 2: add space between least and two.
  - ii. Mid-semester student evaluations, sentence 1: remove extra hyphens
  - iii. Participation, sentence 1: “each weekly class meeting”
- d. Page 3, Other Information: include links for academic misconduct and disability.

**Motion was made, seconded and carried to accept with listed changes.**

**II. Substantial Course Modification: PSYC 5801, Teaching Practicum in Psychology I (Dr. Andrea Clements)**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=10&Instance=8605](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=10&Instance=8605)

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**Motion made to accept with the following changes:**

Overall, differentiate emphasis of PSYC 5801 (computer and labs) from PSYC 6801 (content) where possible.

1. Snapshot:

- a. Page 2, Proposed Implementation Term: Fall 2017 (unless renegotiated)

2. Proposal:

- a. Page 1, Purpose and Goals
  - i. Line 2: end sentence after semester and remove additional instance of PSYC
- b. Line 3: undergraduate 1-hour laboratory courses

- c. Goals, bullet 1: remove parentheses
- b. Page 1, Learning Outcomes:
  - a. bullet 1: “lessons to 3-hour undergraduate course students”
  - b. bullets 3 and 5: begin with verbs
  - c. bullet 6: select higher-learning verb
- c. Page 2, Major Assignments
  - a. Classroom observation, sentence 2: add space between least and two.
  - b. Mid-semester student evaluations, sentence 1: remove extra hyphens
  - c. Participation, sentence 1: “each weekly class meeting”
- d. Page 3, Other Information: include links for academic misconduct and disability.

**Motion made to accept with changes listed was seconded and carried.**

### **III. TBR Proposal: Substantive Curriculum Modification, Modification of MA/PhD Curriculum in Psychology (Dr. Andrea Clements)**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=11&Instance=8609](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=11&Instance=8609)

#### **Motion made with the following changes:**

- 1. Snapshot: no comments
- 2. Proposal:
  - a. Page 1, Proposed Implementation Date Fall 2017 (unless renegotiated)
  - b. Page 2, Proposed Effective Date: 2017-18 Catalog
  - c. Page 2, Purpose: Clarify the MA/PhD path
  - d. Page 3, Need/Rationale, paragraph 2, sentence 4: 3 credits each (15 credit total)
  - e. Appendix A, Page 5:
    - i. Bullet 1: Remove the first two instances of “of overlapping courses” and replace the remaining two with “of common courses.”

- a. Minor bullet 3: remove “as an overlapping course.”
  - ii. Bullet 2, sentence 2: “and replaced with...” and remove “as an overlapping course.”
  - iii. Concentration in Experimental Psychology: list the course names that accompany the numbers
- f. Page 7, Side-by-side Comparison:
  - i. Move all explanatory notes in bold from the right column to the left.
  - ii. Major Field Core for both: List choices 7500 and 7770 in one box separated by “OR”
  - iii. Concentration in Clinical Psychology: bold “6 credits required” for PSYC 5960
  - iv. Concentration in Experimental Psychology (MA):
    - 1. bold “to be taken two times” in PSYC 5801
    - 2. Bold PSYC 6660
  - v. Concentration in Experimental Psychology (PhD): bold “to be taken three times” in PSYC 6801
  - vi. Culminating Experience PhD Experimental: bold 12 credits in PSYC 7960
  - vii.

**Motion made to accept with changes listed was seconded and carried.**

## **B. Graduate Faculty Subcommittee report and recommendations – Dr. Trogen.**

**Motion made to accept the following appointments and reappointments**

<b>Appointment</b>		
<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Recommendation</u></b>
1. Thomas Schacht	Educational Leadership	Affiliate

<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. Henry J Antkiewicz	History	Member	Member
2. Joseph O Baker	Sociology and Anthropology	Member	Member
3. Rebekah J Byrd	Counseling and Human Services	Member	Member
4. Ke Chen	Political Science, International Affairs and Public Administration	Member	Member
5. Donna Jean Cherry	Social Work	Member	Member
6. Andrea D Clements	Psychology	Member	Senior
7. Joseph G Disque	Counseling and Human Services	Member	Member
8. Susan French-Graybeal	Educational Leadership & Policy Analysis	Affiliate	Affiliate
9. Rosemary Geiken	Teaching and Learning	Member	Member
10. Frank Burchard Hagelberg	Physics & Astronomy	Temp	Member
11. Chih-Long Hu	Music	Member	Member
12. Vida Joyce Hull	Art & Design	Member	Member
13. Kenneth G Kellogg	Engineering Technology, Surveying & Digital Media	Member	Member
14. Scott Jeffrey Kirkby	Chemistry	Member	Member
15. James Hilus Lampley	Educational Leadership & Policy Analysis	Member	Member
16. Theresa A Lloyd	Literature & Language	Member	Member
17. Stephen William Marshall	Mass Communication	Member	Member
18. Dinah Mayo-Bobee	History	Member	Member
19. Pamela Joanne Mims	Teaching and Learning	Member	Member
20. Raluca Mihaela Negrisanu	Literature & Language	Affiliate	Member
21. Elizabeth J Randall	Social Work	Member	Member
22. Richard G Rhoda	Educational Leadership & Policy Analysis	Temp	Affiliate
23. Renee Melinda Rice Moran	Curriculum & Instruction	Affiliate	Member
24. Jeffrey Wayne Adeeb Roach	Computing	Temp	Member
25. Joel A Ryman	Management & Marketing	Member	Member
26. Pamela Howell Scott	Educational Leadership & Policy Analysis	Member	Member
27. Amy Elizabeth Shook	Teaching and Learning	Temp	Affiliate

**The motion was made, seconded, and carried to accept the appointments and**

## **re-appointments.**

### **C. Report from Academic Council – Dr. Marks**

Dr. Marks stated Academic Council had informational items presented. The informational items were development proposals passed and a TRIO presentation. Dr. Marks will send the TRIO presentation to the council members.

### **D. Old Business:**

Dr. Maxson advised as of today all award committees had three or four members. Also, the deadline for submitting award nominees will be Friday, March 04, 2016 by 12 noon. Dr. Maxson thanked every for their willingness to serve on the committees.

### **E. New Business:**

Dr. Trogen led discussion of applying graduate faculty criteria to new classifications of employees, for example, full-time lecturers and instructors and how the current policy/criteria should be interpreted. After the discussion by council members regarding their interpretation of the faculty criteria policy, it was determined for the graduate faculty subcommittee to compose a proposal to clarify language in one section of the policy and present to the council at the next meeting.

### **F. Other:**

Dr. McIntosh introduced Ms. Connie Wyche, Graduate Studies new executive aide. Ms. Wyche will be the recorder for graduate council.

Next, Dr. McIntosh, Dr. Maxson, and Dr. Bartoszek summarized highlighted events of their attendance at the annual CSGS and CHGBS conference at Charlotte, NC. After participating in the breakout session at the conference, Dr. McIntosh stated she is thankful for graduate studies, graduate coordinators, staff, graduate council and the overall supportive campus environment at ETSU.

Dr. Bartoszek stated the conference reported recent lawsuits being brought nationwide. She is appreciative there are policies, processes, and specialized offices in place at ETSU in regards to disability services, international programs, housing, student services, and so forth.

Dr. Maxson stated the three minutes thesis presentation and breakout sessions were helpful to him and interesting. One of the GRAD professional development classes may incorporate this into the course.

### **G. Adjournment:**

There was no new business to discuss, therefore, the council meeting was adjourned at 2:25 p.m.