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Graduate Council Meeting Minutes and Reports

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2016-2017 - Graduate Council Annual Report

College of Graduate and Continuing Studies, East Tennessee State University

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East Tennessee State University
Graduate Council Annual Report
2016 – 2017

The Graduate Council convened monthly from August through November in 2016, and January through May in 2017. In addition to the monthly Graduate Council meetings, members also served on either the Graduate Curriculum Subcommittee or the Graduate Faculty Subcommittee. The Council's voting members included elected faculty representatives from the nine academic units that offer graduate programs, the Sherrod Library, the Faculty Senate, two representatives from the Graduate and Professional Student Association, and three additional at-large individuals representing graduate education.

The Graduate Council is charged with the appointment of graduate faculty, all graduate curriculum matters, and the formulation of policies relating to graduate education. The Council reviewed and approved 20 new graduate faculty appointments and 90 graduate faculty reappointments. Related to curriculum proposals, the Graduate Council approved 28 new courses, 15 new graduate program proposals, 11 curriculum revisions, and six course modifications. Two graduate education policies were revised; these included a revision of the Graduate Council charge to clarify that the Council receives reports of graduate accreditation and graduate program reviews, and a revision of the Dual Degree Admission policy to allow students to seek admission simultaneously to a master's and doctoral program.

Graduate Council Membership

Voting Members

Jennifer Barber, Graduate Student Representative

Patrick Bradshaw, Ph.D., Quillen College of Medicine

Wendy Doucette, Ph.D., Charles C. Sherrod Library Administration

William Flora, Ph.D., Faculty Senate Representative

David Hurley, Ph.D., the Bill Gatton College of Pharmacy

Michelle Lee, Ph.D., College of Clinical and Rehabilitative Health Sciences

Jill Leroy-Frazier, Ph.D., School of Continuing Studies

Lori Marks, Ph.D., Clemmer College of Education, Chair

Rob Pack, Ph.D., College of Public Health

Kenneth Phillips, Ph.D., College of Nursing

Martha Pointer, Ph.D., College of Business and Technology

Nicole Prior, Ph.D., College of Arts and Sciences

Kelly Price, Ph.D., Member-At-Large
Mitch Robinson, Ph.D., Member-At-Large
Janna Scarborough, Ph.D., College of Education
Brandon Weirick, Graduate Student Representative
Brittany Wilkins, Ph.D., Member-At-Large

Non-Voting Members

Cecilia A. McIntosh, Ph.D., Dean of the School of Graduate Studies
Karin Bartoszuk, Ph.D., Associate Dean of the School of Graduate Studies
Scott Kirkby, Ph.D., Assistant Dean of the School of Graduate Studies
Maria Costa, Director of International Programs
Queen Brown, Recorder
Connie Grindstaff, Recorder
William Duncan, Ph.D., Vice Provost for Research and Sponsored Programs
Marsh Grube, Ph.D., Vice Provost for Academic Affairs
LaDonna Hutchins, Office of the Registrar
David Currie, Ph.D., Representative from Academic Technology Support
Billie Lancaster, Office of the Registrar
Evelyn Roach, Ed.D, Office of the Registrar

Meeting Dates Fiscal Year 2016-2017

- [August 29, 2016](#)
- [September 26, 2016](#)
- [October 31, 2016](#)
- [November 28, 2016](#)
- [January 30, 2017](#)
- [February 27, 2017](#)
- [March 27,2017](#)
- [April 24,2017](#)
- [May 22,2017](#)

Meetings were held in Burgin Dossett Hall Room 206, the President's Conference Room. No meetings were held in December 2016.

Summary of Actions Taken

20 New Graduate Faculty Appointments

90 Graduate Faculty Reappointments

28 New Courses Approved

15 New Program/Certificate Proposals/TBR

11 Curriculum Changes

06 Course Changes

02 Policy Revisions

August 2016

Appointments:

- | | | |
|--------------------|-------------------------------------|--------|
| 1. Hale, Nathan L. | Health Services Management & Policy | Member |
| 2. Ning, Shunbin | Internal Medicine –COM | Member |

Reappointments:

- | | | | |
|------------------------|---|-----------|--------|
| 1. Alamian, Arsham | Biostatistics & Epidemiology | Member | Member |
| 2. Brooks, Billy | Biostatistics & Epidemiology | Temporary | Member |
| 3. Burkette, Gary D. | Accountancy | Member | Member |
| 4. Carter, Daryl A. | History | Member | Member |
| 5. Pointer, Martha M. | Accountancy | Senior | Senior |
| 6. Rice, Judith A. | Nursing Graduate Programs | Temporary | Member |
| 7. Sayers, Adam L. | Graduate School, Global Sports Leadership | Temporary | Member |
| 8. Slawson, Deborah | Community & Behavioral Health | Member | Senior |
| 9. Spritzer, Allan D. | Management & Marketing | Temporary | Member |
| 10. Stidham, April L. | Nursing Graduate Programs | Affiliate | Member |
| 11. Taylor, Jerry Dean | Engineering Technology, Surveying and Digital Media | Temporary | Member |
| 12. Uddin, Mohammad | Engineering Technology, Surveying & Digital Media | Member | Member |
| 13. Watson, Elwood D. | History | Member | Member |

14. Zou, Yue	Biomedical Sciences	Senior	Senior
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September 2016

Appointments:

1. Dodd, Julia C.	Psychology	Member	
2. Hendrickson, JeanMarie	Mathematics & Statistics	Member	
3. Morelen, Diana M.	Psychology	Member	
4. Samuels, Joshua X.	Geosciences	Member	

Reappointments:

1. Carpenter, Damian Andrew	Literature & Language	Temporary	Affiliate
2. Clark, William A.	Allied Health Sciences	Member	Senior
3. Coates, Allen B.	Philosophy & Humanities	Member	Member
4. Flora, Bethany Hope	Educational Leadership & Policy Analysis	Member	Member
5. Graves, Jesse Kendall	Literature & Language	Member	Member
6. Haynes, Teresa	Mathematics & Statistics	Senior	Senior
7. Herrmann, Andrew F.	Communication & Performance	Member	Member
8. Hoque, Mohammad A.	Computing	Affiliate	Member
9. Lee, Michelle Lanphere	Allied Health Sciences	Member	Member
10. Liang, Beichen	Management & Marketing	Member	Member
11. McDowell, Timothy D.	Biological Sciences	Temporary	Member
12. Miller, Phillip E.	Management & Marketing	Member	Senior
13. Mitchell, Lorianne Danielie	Management & Marketing	Member	Member
14. Rogers, Lindsay Erin	Art & Design	Temporary	Member
15. White, Ray Allan	Counseling & Human Services	Temporary	Affiliate
16. Whitelaw, Michael John	Geosciences	Senior	Senior

October 2016

Appointments:

1. Bazylar, Caleb	Exercise & Sport Science	Member	
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2. Deehan, Gerald	Psychology	Member	
3. Vovotny, Bethany	Counseling & Human Services	Member	
Reappointments:			
1. Bailey, Beth	Family Medicine – COM	Senior	Senior
2. Bentley, Debra	Educational Leadership & Policy Analysis	Temporary	Member
3. Burke, Samuel	Computing	Affiliate	Affiliate

November 2016

Appointments:

None

Reappointments:

1. Bourassa, Michael	Physical Therapy	Temporary	Member
2. Cooley, Charles	Nursing Graduate Program	Temporary	Member
3. Good, Donald	Educational Leadership & Policy Analysis	Member	Member
4. Greene, Amanda	Kinesiology, Sport, & Recreation Management	Affiliate	Member
5. Hall, Courtney	Physical Therapy	Member	Member
6. Hall, Kimberlee	Environmental Health	Temporary	Affiliate
7. Hinshaw Jacqueline	Nursing Graduate Programs	Temporary	Affiliate
8. Kumar, Dharendra	Biological Sciences	Member	Member
9. Lazear, Janice	Nursing Graduate Programs	Temporary	Member
10. Li, Ying	Environmental Health	Temporary	Member
11. Loury, Sharon	Nursing Graduate Programs	Member	Member
12. McBee, Matthew	Psychology	Member	Member
13. Metts, Tricia	Environmental Health	Member	Member
14. Plummer, Robert	Graduate School	Temporary	Affiliate
15. Richards, Melanie	Mass Communication	Temporary	Member
16. Ward, Jonathan Jr.	Environmental Health	Temporary	Affiliate

December 2016

No meeting occurred in December

January 2017

Appointments:

1. Lu, Yongke	Health Sciences	Member	
2. Newhard, Joseph	Economics & Finance	Affiliate	

Reappointments:

1. Heil, Katrina	Literature & Language	Member	Member
2. King, Carolyn	Sociology & Anthropology	Member	Member
3. Mullins, Christine	Nursing Graduate Programs	Temporary	Member
4. Rock, Terry	Curriculum and Instruction	Affiliate	Affiliate
5. Ross, Andrew	Art & Design	Member	Member
6. Samples, Donald	Allied Health Sciences	Member	Member
7. Wronecki, James	Engineering Technology, Surveying & Digital Media	Temporary	Affiliate

February 2017

Appointment

1. Bishop, Thomas	Family Medicine – COM	Affiliate	
2. Garris, Bill	Counseling and Human Services	Member	
3. Lennon, Kay	Sport Exercise, Recreation, and Kinesiology	Affiliate	
4. Lu, Yongke	Health Sciences	Member	
5. Polichnowski, Aaron	Biomedical Sciences – COM	Member	
6. Smith, Natalie	Kinesiology, Sport, and Recreation Management	Member	
7. Widga, Christopher	Geosciences	Affiliate	

Reappointment

1. Archer, Melody	Early Childhood Education	Temporary	Affiliate
2. Baker, Mary Kate	Community and Behavioral Health	Affiliate	Member
3. Blanton, William	Engineering Technology, Survey, and Digital Media	Temporary	Affiliate
4. Chambers, Cynthia	Educational Foundations and Special Education	Member	Member
5. Cody, Michael	Literature and Language	Member	Member
6. Dotson, Deborah	Allied Health Sciences	Member	Member
7. Dotson, JoDee	Curriculum and Instruction	Affiliate	Affiliate
8. Jennings, Jody	Curriculum and Instruction	Temporary	Affiliate
9. Kelly, Edward	Educational Leadership and Policy Analysis	Affiliate	Affiliate
10. Louw, Brenda	Audiology and Speech Language Pathology	Senior	Senior

11. Luttermoser, Donald	Physics and Astronomy	Member	Member
12. Catherine McCusker,	Chemistry	Temporary	Member
13. Meade-Lewis, Susan	Early Childhood Education	Temporary	Affiliate
14. Milner, Rebecca	Counseling and Human Services	Temporary	Member
15. Smith, Suzanne	Computing	Member	Member
16. Trogen, Paul	Political Science, International Affairs, and Public Administration	Member	Senior
17. Williams, Faustine	Health Services Management and Policy	Temporary	Member

March 2017

Reappointments:

1. Alison Barton	Educational Foundations & Special Education	Member	Member
2. Andrew Dotterweich	Sport, Exercise, Recreation, & Kinesiology	Member	Member
3. Richard Gregory	Economics & Finance	Member	Member
4. Alissa Lange	Early Childhood Education	Temporary	Member
5. Cecilia McIntosh	Biological Science	Senior	Senior
6. Brian Noland	Graduate School	Member	Member
7. Phillip Pfeiffer	Computing	Member	Member

April 2017

Reappointments:

1. Michael Burford	Social Work	Affiliate	Member
2. Heather Carpenter	Audiology & Speech Language Pathology	Temporary	Affiliate
3. Louise Dickson	Educational Leadership & Policy Analysis	Affiliate	Affiliate
4. Edward Dwyer	Curriculum & Instruction	Member	Member

5. Stephanie Tweed	Educational Leadership & Policy Analysis	Temporary	Affiliate
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May 2017

Appointments:

1. David Linville	Educational Leadership & Policy Analysis	Member
2. Joe Sherlin	Educational Leadership & Policy Analysis	Member

Reappointments:

1. Gary Berg	Accounting	Member	Member
2. Delbert Hall	Communication & Performance	Member	Affiliate
3. John Hilton	Art & Design	Affiliate	Affiliate
4. Mary Langenbrunner	Counseling & Human Services	Member	Member
5. Carl Meyer	Health Services Management & Policy	Temporary	Affiliate

Section 2: New Courses

August 2016

1. New Course Proposal: CDST 4117/5117, Introduction to the Digital Humanities: Interdisciplinary and Digital Culture
2. New Course Proposal: PHIL 4147/5147, Health Justice
3. New Course Proposal: PHIL 4177-5177, Global Justice
4. New Course Proposal: PRST 5996, Research in Professional Studies

September 2016

1. New Course Proposal: CDST-5017/4017, Ecofeminism: Nature, Gender, Culture

October 2016

1. New Course Proposal: CUIAI-5780, Organizing and Implementing Response to Intervention in Classrooms
2. New Course Proposal: HSMP 6310, Population Health Management
3. New Course Proposal: HSMP 6320, Health Services Research Methods
4. New Course Proposal: HSMP 6330, Health Policy, Advocacy, and Ethics
5. New Course Proposal: HSMP 6340, Leadership, Management, and Governance in Public Health
6. New Course Proposal: SPED-5610, Evidence-Based Practices in Response to Intervention: Ensuring Success in the Diverse Classroom
7. New Course Proposal: SPED-5620, Response to Intervention in Mathematics

February 2017

1. New Course Proposal: SPCH 4327/5327 – Popular Communication
2. New Course Proposal: APST-5950- Research and Methods in Appalachian Studies
3. New Course Proposal: ACCT-5620 – Advanced Auditing Practice
4. New Course Proposal: SCED-5600 – STEM Theory and Pedagogy
5. New Course Proposal: SCED-5610 - Creativity and Inquiry in STEM Education
6. New Course Proposal: SCED-5620 – Bridging STEM in Education and Business
7. New Course Proposal: SCED-5630 – Integrating STEM Curriculum and Development
8. New Course Proposal: CUIAI-5591 – Residency II MAT Seminar
9. New Course Proposal: CUIAI-5590 – Supervised Field Mentoring

March 2017

1. New Course Proposal: RTVF 5100

2. New Course Proposal: RTVF 5200
3. New Course Proposal: RTVF 5300
4. New Course Proposal: STAT 5730 – Applied Multivariate Statistical Analysis

April 2017

1. New Course Proposal: STAT-5217 – Statistical Machine Learning

May 2017

1. New Course Proposal: COUN-5950 – Research and Evaluation for Counseling and Human Services
2. New Course Proposal: SPCH-4367/5367 – Narrative Polymediation

Section 3: TBR/ETSU Proposals

October 2016

1. TBR Proposal: Establish a new Concentration, DrPH concentration in Health Management and Policy
2. TBR Proposal: Establish a New Certificate Program, Certificate in Response to Intervention

November 2016

1. TBR proposal: Substantive Curriculum Modifications, MA in Brand and Media Strategy
2. TBR Proposal: Policy Revision: Admission/**Progression**/Graduation in DNP and PhD in Nursing

February 2017

1. TBR Proposal: STEM-K12 Education Graduate Certificate
2. TBR Proposal: Phase-in inactivation of TN eCampus MSN Informatics concentration
3. TBR Proposal: Phase-in inactivation of TN eCampus Post-master's Information Concentration
4. TBR Proposal: Phase-in inactivation of TN eCampus MSN Certificate in Nursing Infomatics

5. TBR Proposal: Clarity on licensure status in admission criteria, Licensure state clarification on admission criteria
6. TBR Proposal: Termination without phase-out of an existing program

March 2017

1. Proposal to establish a new Graduate Certificate in Film Production
2. Substantive Curriculum Modification Proposal for MS in Technology Concentration
3. Proposal to establish a new graduate certificate in Geographic Information Systems
4. Policy Revision: Admission requirements for MSN in Nursing
5. Policy Revision: Admission requirements for PhD in Nursing

Section 4: Course Changes

October 2016

1. Substantial Course Modification: ENGL-4407/5407 London Theatre, Study Abroad

February 2017

1. Course Modification Proposal: CUIAI-5458: Residency I: Middle Grades Clinical I
2. Course Modification Proposal: CUIAI-5438: Residency I: Secondary Field I
3. Course Modification Proposal: CUIAI-5570: Residency II; Middle Grades
4. Course Modification Proposal: CUIAI-5580: Residency II: Secondary

March 2017

1. Course Modification Proposal: MATH 5740, Fundamentals of Functional Analysis

Section 5: Curriculum Changes

January 2017

1. Termination of Paleontology concentration in M. S. Biology without phase-out

February 2017

1. Curriculum Change Proposal: Appalachian Studies for both the Appalachian Communities and Appalachian Culture and Heritage Concentrations
2. Curriculum Change Proposal: Accounting – MACC-ACCT
3. Curriculum Change Proposal: Teacher Education – TEML Middle Grades
4. Curriculum Change Proposal: Teacher Education – TEML Secondary Education
5. Curriculum Change Proposal: RODP-MSN Online Family Nurse Practitioner Concentration
6. Curriculum Change Proposal: RODP-MSN Online

March 2017

1. Non-substantive curriculum change for Early Childhood Education and two associated courses

April 2017

1. Non-Substantive Curriculum Change –MS in Computer and Information Sciences, Information Technology concentration
2. Non-Substantive Curriculum Change –MS in Computer and Information Sciences, Applied Computer Science concentration

May 2017

1. Curriculum Change Proposals for the Department of Counseling and Human Services

Section 6: New Policies and Policies Changes

October 2016

1. Proposed revisions to the Graduate Council charge to clarify that the Council receives reports of graduate accreditation and graduate program reviews.

February 2017

1. Revised the Dual Degree Admission policy to allow students to seek admission simultaneously to a master's and doctoral program

Section 7: Miscellaneous Actions

August 2016

2. Revision of admission categories proposal to change conditional admission to unconditional with provision due to updates in SEVP policies.

September 2016

1. Requirements and responsibilities guidelines for service on faculty and curriculum subcommittees proposed.

October 2016

1. David Moore and Brandon Weirick presented Power-Point on procedures and policies for GPSA and activities provided for GPSA members.
2. An Ad-Hoc Group was formed to make a proposal regarding advance degree study for full-time faculty members.

November 2016

1. Solicitation of policies needing review and/or updating.
2. Policies in graduate catalog in the numbered system of university policies discussed.
3. Formation of selection committee for the Graduate Fees Scholarship are Dr. Kirkby, Dr. Doucette, and Dr. Pointer.
- 4.

January 2017

1. Dr. Grube shared that new curriculum processing system software entitled Curriculog And associate forms will be in place by August 1, 2017.
2. The Council discussed when to implement the new calendar for Graduate Council Curriculum Subcommittee review. Dr. Marks made motion to implement the new calendar (with proposals ready by first Monday of the month, curriculum committee review second Monday of the month and returned for editing, revised proposal resubmitted by third Monday of the month for full Council review the last Monday of the month) starting in August 2017. This will provide time to inform the campus community of the change.

3. Dr. Doucette presented a Power Point providing information on a new graduate student awards the library will be implementing for the 2017 fall semester.
4. Dr. McIntosh invited to present presentation on professional development and mentoring. Dr. Bartoszuk and Dr. Kirkby are included for the March 2 to 4 annual meeting of the Council of Southern Graduate Schools.

February 2017

1. Dr. McIntosh presented a Power Point overview of the EAB, Royall 2016 Graduate Survey regarding how students shop for graduate programs, how best to recruit young and older students, trends, etc.

March 2017

1. The Graduate Council selected Dr. Haddii Mumando for the Graduate Faculty Mentor Award
2. Dr. Marks reported that the Academic Council approved the revisions associated with the TN e-Campus MSN program, the addition of a concentration in Psychiatric Mental Health Nurse Practitioner, the termination of Nursing Informatics, and a new certificate in STEM K-12 Education. Additionally, the Academic Council endorsed the Comprehensive Review of the School of Graduate Studies with five recommendations from the report.
3. As stated in the agenda, Drs. Bartoszuk, Kirkby, and McIntosh will present a report regarding their attendance at the Council of Historically Black Graduate Schools (CHBGS) and Council of Southern Graduate School (CSGS) 2017 annual conferences.
4. Dr. Kirkby states the commercial application/CRM acquisition is on track and a draft RFP has been submitted to ITS (Information Technology System) for review/approval.

April 2017

1. Information Item: Graduate certificate in Community Leadership mode of deliver changed to fully online.
2. Academic Council minutes are now available on the Academic Affairs website
3. Report on CHBGS and CSGS conferences and status of Graduate Education.
4. Graduate Studies Awards ceremony was held April 19, 2017 and over 80 awards presented.

5. Report on NAGAP annual conference in April 2017 emphasized recruitment, grading, CRM Software international certification, criminal background checks, etc.

May 2017

1. Dr. McIntosh presented PowerPoint presentation at CSGS on professional development and mentoring.

ETSU rating:

Level: 4 years or above

Control: Public

Total Enrollment: 14,285 fall 2016-2017

Classification Category:

Undergraduate Instructional Program: Prof.+A&S/SGC: Professions plus arts & sciences, some graduate coexistence

Graduate Instructional Program: Doc/Prof: Doctoral, professional dominant

Enrollment Profile: HU: High undergraduate

Size and Setting: L4/N\$: Large four-year, primarily nonresidential

Basic: DRU: Doctoral/Research Universities

This institution participated in the following elective classification:

Community Engagement Curricular Engagement and Outreach and Partnerships