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Graduate Council Meeting Minutes and Reports

9-26-2016

2016 September 26 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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**Graduate Council – Minutes
East Tennessee State University
September 26, 2016, 1:15pm
President’s Conference Room – Dossett Hall 206**

Present: Dr. Karin Bartoszuk, Dr. Patrick Bradshaw, Dr. Wendy Doucette, Dr. William Duncan, Dr. Marsh Grube, Dr. David Hurley, Ms. Ladonna Hutchins, Dr. Scott Kirkby, Ms. Billie Lancaster, Dr. Michelle Lee, Dr. Jill Leroy-Frazier, Dr. Lori Marks, Dr. Cecilia McIntosh, Dr. Evelyn Roach, Dr. Mitch Robinson, Dr. Janna Scarborough, Mr. Brandon Weirick, Dr. Brittany Wilkins

Absent: Ms. Jennifer Barber, Dr. Maria Costa, Dr. David Curie, Dr. William Flora, Dr. Rob Pack, Dr. Kenneth D. Phillips, Dr. Martha Pointer, Dr. Kelly Price, Dr. Nicole Prior

A. Approval of August 2016 Minutes

Motion was made, seconded, and approved.

B. Curriculum Subcommittee report – Dr. Michelle Lee

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. New Course Proposal: CDST 5017/4017, Ecofeminism: Nature, Gender, Culture
(Dr. Jill Leroy-frazier)**

- a. Snapshot page 2, rationale: revise sentence (about halfway in the rationale) to “CDST 5017/4017 is an elective...”
- b. Snapshot page 2, in catalog description: remove” Pre-requisite: At least junior standing or permission of instructor” and place in Prerequisites section.
- c. Snapshot page 3, in course similar to course(s) in other departments: change maybe to no.
- d. Osemicolon between experimental sections to make it easier to read and change “us” to “CDST”.
- e. Syllabus, Page 2, Major Assignments: add a brief description of each assignment.
- f. Syllabus, page 4, grading scale: under graduate grading scale, remove repeated grades of C- and below.
- g. Syllabus, page 4, attendance policy: remove the “For online sections,” paragraph since this class is not an online class.

- h. Syllabus, page 4, other information section: add syllabus attachment link and remove extra line spacing.
- i. Syllabus, page 5, required textbooks: remove Stephens and Warren since they are not required for the student to purchase.

Motion was made, seconded and approved with the recommendations.

II. New Course Proposals: HSMP 6310, Population Health Management (Dr. Nathan Hale); HSMP 6320, Health Services Research Methods (Dr. Nathan Hale); HSMP 6330, Health Policy, Advocacy, and Ethics (Dr. Nathan Hale), and HSMP 6340, Leadership, Management, and Governance in Public Health (Dr. Nathan Hale)

- a. All 4 proposals returned to Dr. Hale for revisions and resubmission in October

Proposal is tabled until October

III. TBR Proposal: Establish a New Concentration, DrPH Concentration in Health Management and Policy (Dr. Nathan Hale)

- a. Returned to Dr. Hale for revisions and resubmission in October

Proposal is tabled until October

C. Graduate Faculty Subcommittee report and recommendations – Dr. Brittany Wilkins.

Appointment		
<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Dodd	Psychology	member
2. Henderickson	Mathematics	member
3. Morelen	Psychology	member
4. Samuels	Geosciences	Member

Reappointment			
<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Carpenter	Literature & Language	Temp	Affiliate
2. Clark	Allied Health Sciences	Member	Senior

3. Coates	Philosophy & Humanities	Member	Member
4. Flora	Educational Leadership & Policy Analysis	Member	Member
5. Graves	Literature & Language	Member	Member
6. Haynes	Mathematics & Statistics	Senior	Senior
7. Herrmann	Communication & Performance	Member	Member
8. Hoque	Computing	Affiliate	Member
9. Lee	Allied Health Sciences	Member	Member
10. Liang	Management & Marketing	Member	Member
11. McDowell	Biological Sciences	Temporary	Member
12. Miller	Management & Marketing	Member	Senior
13. Mitchell	Management & Marketing	Member	Member
14. Rogers	Art & Design	Temporary	Member
15. White	Counseling & Human Services	Temporary	Affiliate
16. Whitelaw	Geosciences	Senior	Senior

Appointments and Reappointments motions were made, seconded, and approved.

E. Old Business

- I. Standing Subcommittee memberships and chairs
 - a. Curriculum Subcommittee
 - b. Graduate Faculty Subcommittee

Members not present at previous meeting were asked to serve on either the faculty or curriculum subcommittees.

- II. Revision of admission categories – Drs. Bartoszek and Kirkby

Conditional has been changed to Unconditional with Provisions.

Update has been applied to the catalog, forms, admission letters, and new letters have been sent to those that have deferred.

F. New Business –

- I. Discussion of requirements for service on subcommittees – Dr. Lori Marks

Responsibility guidelines for subcommittees proposed.

Motion made and carried to discuss subcommittee participation and responsibilities within each separate subcommittee and then to bring forward to the full council for discussion.

G. Other

1. In future, invite GPSA to give presentation to help discuss funding for research travel.

I. Adjournment

Adjournment was at 2:00