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Graduate Council Meeting Minutes and Reports

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7-1-2019

### 2018-2019 - 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**  
**2018 – 2019**

The Graduate Council convened monthly from August through November in 2018, and January through April 2019. 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 members at-large 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 38 new graduate faculty appointments and 68 graduate faculty reappointments. Related to curriculum proposals, the Graduate Council approved 40 new courses and 21 course revisions. Two new graduate certificates were established. Substantive revisions were approved for 13 degrees or concentrations, and there were 10 non-substantive curriculum revisions. Six program policy revisions were approved, and two revisions of articulation agreements were approved. The Graduate council approved the termination of five academic programs or concentrations.

**Graduate Council Membership**

**Voting Members**

Julia Bernard, Ph.D., College of Education

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

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

Jon Ellis, Ph.D., Department of Psychology

William Flora, Ph.D., Faculty Senate Representative

Jean Hemphill, Ph.D., College of Nursing

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

Brian Johnston, Ph.D., Member-At-Large

Claudia Kozinetz, Ph.D., Public Health

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

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

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

Mitch Robinson, Ph.D., Member-At-Large

Heath Shelton, Graduate Student Representative

Craig Wassinger, Ph.D., Physical Therapy

Brittany T. Wilkins, Ph.D., Member-At-Large

### **Non-Voting Members**

Sharon McGee, Ph.D., Dean of the School of Graduate Studies

Karin Bartoszek, Ph.D., Associate Dean of the School of Graduate Studies

Scott Kirkby, Ph.D., Associate Dean of the School of Graduate Studies

Casey Gardner, Office of the Registrar

LaDonna Hutchins, Office of the Registrar

Evelyn Roach, Office of the Registrar

Connie Grindstaff, Recorder

Queen Brown, Recorder

Marsh Grube, Ph.D., Vice Provost for Academic Affairs

Maria Costa, Director of International Programs

William Duncan, Ph.D., Research and Sponsored Programs

David Currie, Ph.D., Academic Technology Support

### **Meeting Dates Fiscal Year 2018-2019**

[August 27, 2018](#)

[September 24, 2018](#)

[October 22, 2018](#)

[November 26, 2018](#)

[January 28, 2019](#)

[February 25, 2019](#)

[March 25, 2019](#)

[April 22, 2019](#)

Meetings were held in Burgin Dossett Hall, Room 206 (the President's Conference Room) and Room 309A (the Graduate School Conference Room). The Graduate Council did not convene in December 2018 and May 2019.

### **Summary of Actions Taken**

#### Graduate Faculty Appointments

38 New Graduate Faculty Appointments

68 Graduate Faculty Reappointments

#### Graduate Curriculum Proposals

40 New Courses

21 Revised Courses, Substantial Modification

2 New Graduate Certificates Established: 2

13 Substantive Revisions of a Degree or Concentration

10 Non-Substantive Curriculum or Minor Revisions

9 Change of Program of Study Credits

6 Program Policy Revisions

2 Revisions of Articulation Agreement

5 Terminate Academic Program or Concentration

### **Graduate Faculty Appointments/Reappointments Approved**

**August 2018**

#### **Appointments:**

None

#### **Reappointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Present Status</u></b>	<b><u>Recommendation</u></b>
1.Mary Dave Blackman	Music	Affiliate	Temporary

2. Christopher R. Bowen	Curriculum & Instruction	Temporary	Affiliate
3. Aimee Lee Govett	Curriculum & Instruction	Member	Senior
4. Gary W. Haney	Computing Geosciences	Temporary	Affiliate
5. Timothy Andrew Joyner	Geosciences	Member	Member
6. Victoria E. Palau	Pharmaceutical Sciences	Temporary	Member
7. Christian J. Rieben	Art & Design	Temporary	Affiliate
8. Karen A. Tarnoff	Management & Marketing	Member	Member

### September 2018

#### Appointments:

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Richard Cox	Engineering Technology, Surveying & Digital Media	Affiliate
2. Allison Wehunt Bourassa	Physical Therapy	Member
3. Vernon NMN Bradley	Engineering Technology, Surveying & Digital Media	Affiliate
4. Jill Ann Channing	Educational Leadership & Policy Analysis	Member
5. Kari Michelle Eubanks	Curriculum & Instruction	Affiliate
6. Matthew Steven Harrison	Computing	Affiliate
7. Mohommad Khan	Computing	Member
8. Ferdaus Kawsar	Computing	Affiliate

9. Sage Elise Perrott	Art & Design	Member
10. Sharon L. Rutledge	Audiology & Speech Language Pathology	Member
11. Robert F. Standaert	Chemistry	Member

**Reappointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Present Status</u></b>	<b><u>Recommendation</u></b>
1. Kristy Strong Eisenzop	Audiology & Speech Language Pathology	Affiliate	Affiliate
2. Michael R. Lehrfeld	Computing	Affiliate	Member
3. Tami L. Baker	Curriculum & Instruction	Affiliate	Affiliate
4. Karen Brewster	Theatre & Dance	Member	Affiliate
5. Jeremy Gentles	Sport, Exercise, Recreation & Kinesiology	Temporary	Member
6. Terence L. Hicks	Educational Leadership & Policy Analysis	Temporary	Member
7. Jamie Price	Curriculum & Instruction	Temporary	Member
8. Joshua S. Reid	Literature & Language	Affiliate	Member

**October 2018**

**Appointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Recommendation</u></b>
1. Roger L. Blackwell	Community & Behavioral Health	Affiliate
2. Alyson J. Chroust	Psychology	Member
3. Kelly P. Dixon	Audiology & Speech Language Pathology	Member

4.	Matthew Alan Holtmeier	Literature & Language	Member
5.	Anna V. Knutson	Literature & Language	Member
6.	Sharon James McGee	Literature & Language	Member
7.	Anthony Chase Mitchell	Media & Communication	Member
8.	Chelsea Rose Wessels	Literature & Language	Member

**Reappointments:**

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Russell James Fankhouser	Audiology & Speech Language Pathology	Affiliate	Affiliate
2. Trudy G. Moss	Curriculum & Instruction	Affiliate	Affiliate

**November 2018**

**Appointments:**

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Lisa Dunkley	Counseling & Human Services	Member
2. Meredith Kathleen Ginley	Psychology	Member
3. Kwangman Ko	Counseling & Human Services	Member
4. Ashley Kirsten Rattner	Literature & Language	Temporary
5. Leslie J. Temme	Social Work	Member
6. David Zollinger	Engineering Technology, Surveying & Digital Media	Affiliate

**Reappointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Present Status</u></b>	<b><u>Recommendation</u></b>
1. Sally S. Blowers	Nursing Graduate Programs	Member	Member
2. Teresa Lynn Boggs	Audiology & Speech-Language Pathology	Member	Senior
3. William Douglas Burgess	History	Member	Member
4. Teresa Dawn Carnevale	Nursing Graduate Programs	Temporary	Member
5. Ann O. Disque	Early Childhood Education	Temporary	Affiliate
6. David M. Jones	Literature & Language	Affiliate	Member
7. Kevin E. O'Donnell	Literature & Language	Temporary	Member
8. Elizabeth Welch Ralston	Curriculum & Instruction	Member	Affiliate
9. Jody Elaine Rice	Audiology & Speech-Language Pathology	Affiliate	Affiliate
10. Stephanie M. Rouse	Audiology & Speech-Language Pathology	Temporary	Affiliate
11. Terri E. Schreiner	Nursing Graduate Programs	Affiliate	Temporary
12. Jennifer R. Sears	Audiology & Speech-Language Pathology	Temporary	Affiliate
13. Deborah Ann Thebeault	Social Work	Temporary	Member

**January 2019**

**Appointments:**

<b><u>Applicant</u></b>	<b><u>Department</u></b>	<b><u>Recommendation</u></b>
1. Meredith Kathleen Ginley	Psychology	Member



2. Kimberly Renee Wilson-Lewis	Audiology & Speech-Language Pathology	Member
3. Dana Lynn-Eckerle Harrison	Management & Marketing	Member
4. Joanna Marie Anderson	Educational Leadership & Policy Analysis	Affiliate
5. Natalia Aleksandrovna Ward	Curriculum & Instruction	Member

**Reappointments:**

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Jafar Alavi	Economics & Finance	Temporary	Member
2. Jon B. Ellis	Psychology	Temporary	Senior
3. Ferdaus Kawsar	Computing	Affiliate	Member
4. Janna Lynn Scarborough	Counseling & Human Services	Member	Member

**February 2019**

**Appointments:**

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Christine Kiley Anzur	Communication & Performance	Member
2. Daniel P. Connors	Engineering Technology, Surveying	Member
3. William Clifford Tollefson	Geosciences	Affiliate
4. Ling Wang	Internal Medicine – COM	Member

**Reappointments:**

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
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1. Roy M. Andrade	Appalachian Studies	Affiliate	Affiliate
2. Kevin Breue	Obstetrics & Gynecology – COM	Member	Member
3. Nancy Granberry	Nursing Graduate Programs	Member	Member
4. Liv Halaas Detwiler	Literature & Language	Temporary	Affiliate
5. Sandra Kay Diffenderfer	Nursing Graduate Programs	Temporary	Affiliate
6. Kelly Ann Dorgan	Communication & Performance	Member	Member
7. Ellen R. Guigelaar	Literature & Language	Temporary	Member
8. Vanessa Mayoraz	Art & Design	Affiliate	Member
9. James R. Stewart	Biological Sciences	Member	Affiliate
10. Randolph Forbes Wykoff	Health Services Management & Policy	Senior	Senior

### March 2019

#### Appointments:

None

#### Reappointments:

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. John K. Boyd, Jr.	Educational Leadership & Policy Analysis	Affiliate	Affiliate
2. Cheri Whitehead Clavier	Educational Leadership & Policy Analysis	Affiliate	Affiliate
3. Lisa Marie Haddad	Nursing Graduate Programs	Senior	Member
4. Charity G. Hensley	Early Childhood Education	Temporary	Affiliate

5. Richard G. Rhoda	Educational Leadership & Policy Analysis	Affiliate	Affiliate
6. Terri Schreiner	Nursing Graduate Programs	Temporary	Member
7. Michael H. Stone	Sport, Exercise, Recreation & Kinesiology	Senior	Senior

### April 2019

#### Appointments:

<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
1. Chand Frasier	Biomedical Sciences - COM	Member
2. Yong Jiang	Biomedical Sciences - COM	Member
3. Matthew Keasey	Biomedical Sciences - COM	Member
4. Zhengke Li	Biomedical Sciences - COM	Member

#### Reappointments:

<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
1. Jennifer Bingham	Appalachian Studies	Affiliate	Affiliate
2. Sean James Fox	Health Sciences	Affiliate	Affiliate
3. Michelle S. Freeman	Accountancy	Affiliate	Member
4. Tammy E. Hayes	Department of Media & Communication	Temp	Temp
5. Jin Seok Hong	Engineering Technology, Surveying & Digital Media	Member	Member
6. Karen King	Graduate School	Member	Member
7. Chuanfu Li	Surgery - COM	Senior	Senior

8. James Michael Livingston	Engineering Technology, Surveying & Digital Media	Member	Member
9. Ernest David Maupin	Nursing Graduate Programs	Temp	Member
10. Larry S. Miller	Criminal Justice & Criminology	Member	Senior
11. April Heather Morrison	Nursing Graduate Programs	Temp	Member
12. Mary Helen Green Mullins	Social work	Member	Member
13. Arnold Nyarambi	Educational Foundations & Special Education	Affiliate	Member
14. Fred Sauceman	Appalachian Studies	Affiliate	Affiliate
15. Donald J Shemwell	Management & Marketing	Member	Member
16. Sarah Elizabeth Treat	Nursing Graduate Programs	Temp	Member

## Curriculum Proposals

### New Courses

#### October 2018

1. MSDM - 5070 - Digital Marketing Ethics, Propose New Course, Kelly Price-Rhea, <https://etsu.curriculog.com/proposal:2200/form>
2. EDFN - 5015 - Theoretical Foundations of Instructional Design, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:1997/form>
3. EDFN - 5020 - Exploring Instructional Design Technology Tools, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2023/form>
4. EDFN - 5025 - Designing Effective and Sustainable Learning Environments, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2024/form>
5. EDFN - 5030 - Instructional Design Practicum, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2025/form>
6. EDFN - 5035 - Investigating Research in Instructional Design and Development, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2026/form>
7. EDFN - 5040 - Current Trends and Emerging Issues in Instructional Design and Training, Propose New Course, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2027/form>
8. COBH - 6200 - Intervention Design in Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2189/form>
9. EPID - 6490 - Advanced Research Methods in Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2159/form>

10. HSMP - 5300 - Quality Improvement in Health Services Organizations, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2171/form>
11. HSMP - 6120 - Interprofessional Communication and Workforce Development in Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2229/form>
12. HSMP - 6840 - Organizational Behavior in Health Services Management, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2169/form>
13. BSTA - 5385 - Applied Longitudinal Data Analysis, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2184/form>
14. COBH - 5250 - Community-Based Methods in Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2175/form>
15. COBH - 5950 - Capstone in Community Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2210/form>
16. EPID - 5100 - Analytic Methods in Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2176/form>
17. HSMP - 5010 - Foundations of Public Health, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2254/form>
18. HSMP - 5040 - Health Systems, Regulations, and Policies, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2179/form>
19. HSMP - 5200 - Health Leadership & Management, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2178/form>
20. HSMP - 5400 - Data Informed Decision-Making in Health Administration, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2211/form>
21. HSMP - 5950 - Capstone in Health Administration, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2207/form>
22. EPID - 5950 - Capstone in Biostatistics and Epidemiology, Propose New Course, Rob Pack, <https://etsu.curriculog.com/proposal:2232/form>

### **November 2018**

1. MEDA - 5641 - Seminar in Multicultural Materials, Propose New Course, <https://etsu.curriculog.com/proposal:2140/form>, Renee Lyons
2. MEDA - 5926 - School Librarianship Practicum I, ZA Propose New Course 2017, <https://etsu.curriculog.com/proposal:1948/form>, Renee Lyons
3. MEDA - 5929 - School Librarianship Practicum II, Propose New Course, <https://etsu.curriculog.com/proposal:2121/form>, Renee Lyons

### **January 2019**

1. CSCI - 5260 - Artificial Intelligence - Propose New Course (Matthew Desjardins) <https://etsu.curriculog.com/proposal:2354/form>
2. HSCI - 6500 - Topics in Health Sciences - Propose New Course (Bert Lampson) <https://etsu.curriculog.com/proposal:2015/form>
3. CJCR - 4047/5047 - Sex Crimes and Sexual Offenders - Propose New Course (Larry Miller) <https://etsu.curriculog.com/proposal:1750/form>
4. CJCR - 4067/5067 - Victimology - Propose New Course (Miller) <https://etsu.curriculog.com/proposal:1751/form>

5. CJCR - 5955 - Criminal Justice Internship - Propose New Course (Miller)  
<https://etsu.curriculog.com/proposal:1752/form>
6. CJCR - 4057/5057 - Organized and White-Collar Crime - Propose New Course (Miller)  
<https://etsu.curriculog.com/proposal:2448/form>
7. CJCR - 4017/5017 - Comparative Criminal Justice - Propose New Course (Larry Miller)  
<https://etsu.curriculog.com/proposal:1753/form>

### **February 2019**

1. NRSE - 5320 - Human Genetics and Genomics Essentials, Propose New Course (Arshak Sargsyan) <https://etsu.curriculog.com/proposal:2694/form>
2. NRSE - 5322 - Pharmacogenetics and Pharmacogenomics, Propose New Course (Arshak Sargsyan) <https://etsu.curriculog.com/proposal:2695/form>
3. NRSE - 5324 - Advanced Human Genetics and Genomics, Propose New Course (Arshak Sargsyan) <https://etsu.curriculog.com/proposal:2701/form>
4. NRSE - 5326 - Seminar and Practicum in Human Genetics and Genomics, Propose New Course (Arshak Sargsyan) <https://etsu.curriculog.com/proposal:2702/form>

### **March 2019**

1. CSCI - 4607/5607 - Information Risk Management, Propose New Course  
<https://etsu.curriculog.com/proposal:2680/form>, Mathew Desjardins
2. CSCI - 4637/5637 - Wireless and Mobile Computing, Propose New Course  
<https://etsu.curriculog.com/proposal:2131/form>, Mathew Desjardins
3. CSCI - 4657/5657 - Cloud Computing, Propose New Course  
<https://etsu.curriculog.com/proposal:2669/form>, Mathew Desjardins
4. CSCI - 4677/5677 - Internet of Things, Propose New Course  
<https://etsu.curriculog.com/proposal:2679/form>, Mathew Desjardins

### **Revised Courses, Substantial Modification**

#### **October 2018**

1. COBH - 6150 - Evaluation Research in Public Health, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2225/form>
2. COBH - 6160 - Systems Approaches to Public Health Issues, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2163/form>
3. COBH - 6210 - Health Assessment and Surveillance Research, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2223/form>
4. COBH - 6220 - Methods in Community Health Research, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2198/form>
5. COBH - 6250 - Evidence-Based Public Health: Best Practices in Community Health, Revise Course: Substantial Modification (major), Rob Pack,  
<https://etsu.curriculog.com/proposal:2250/form>
6. EPID - 6410 - Advanced Multivariate Epidemiologic Data Analysis, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2194/form>

7. EPID - 6420 - Applied Epidemiologic Analysis, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2195/form>
8. EPID - 6435 - Field Epidemiology, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2168/form>
9. HSMP - 6330 - Health Policy, Advocacy, and Ethics, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2205/form>
10. HSMP - 6340 - Leadership, Management, & Governance in Public Health, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2251/form>
11. BSTA - 5350 - Biostatistics II, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2182/form>
12. BSTA - 5360 - Clinical Research: Design and Analysis, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2208/form>
13. BSTA - 5370 - Categorical Data Analysis, Revise Course: Substantial Modification (major) Rob Pack, <https://etsu.curriculog.com/proposal:2183/form>
14. BSTA - 6170 - SAS Programming with Research Applications in Public Health, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2185/form>
15. EPID - 5405 - Epidemiology II, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2187/form>
16. EPID - 5420 - Epidemiology of Chronic Disease, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2203/form>
17. EPID - 5430 - Epidemiology of Infectious Disease, Revise Course: Substantial Modification (major), Rob Pack, <https://etsu.curriculog.com/proposal:2204/form>

### **January 2019**

1. ENVH - 5640 - Environmental Risk Assessment - Revise Course: Substantial Modification (Kurt Maier) <https://etsu.curriculog.com/proposal:2305/form>
2. BIOL - 5600 - Bibliographic Research - Revise Course: Substantial Modification (Thomas Jones) <https://etsu.curriculog.com/proposal:1931/form>

### **February 2019**

1. PHYT - 6663 - Human Research for PT, Revise Course: Substantial Modification (major) (Craig Wassinger) <https://etsu.curriculog.com/proposal:2453/form>
2. PHYT - 7764 - Case Study in Physical Therapy, Revise Course: Substantial Modification (major) (Craig Wassinger) <https://etsu.curriculog.com/proposal:2222/form>

### **New Certificates Established**

### **October 2018**

1. Establish New Certificate 18 Credits - C4, Instructional Design Certificate, Establish New Certificate 12-23 Credits, Cynthia Chambers, <https://etsu.curriculog.com/proposal:2029/form>

### **February 2019**

1. Establish New Certificate 12-23 credits - Health Care Genetics and Genomics (Arshak Sargsyan) <https://etsu.curriculog.com/proposal:2628/form>

### **Substantive Revision of a Degree or Concentration**

#### **October 2018**

1. Substantive Revision of a Degree or Concentration - Master of Public Health, Substantive Revision of a Degree or Concentration, Rob Pack, <https://etsu.curriculog.com/proposal:2215/form>
2. Substantive Revision of a Degree or Concentration - Doctor of Public Health, Substantive Revision of a Degree or Concentration, Rob Pack, <https://etsu.curriculog.com/proposal:2196/form>

#### **November 2018**

1. Substantive Revision of a Curriculum Degree - School Librarianship, ZA\_Substantive Revision of a Degree or Concentration 2017, <https://etsu.curriculog.com/proposal:1909/form>  
Renee Lyons

#### **January 2019**

1. MA Criminal Justice - MA Criminal Justice & Criminology - Substantive Revision of a Degree (Miller) <https://etsu.curriculog.com/proposal:1755/form>

#### **February 2019**

1. Substantive Revision of a Degree or Concentration - School Library Professional Certificate (Renee Lyons) <https://etsu.curriculog.com/proposal:2535/form>
2. Substantive Revision of a Degree or Concentration - C4 Health Care Management (Jennifer Hunt) <https://etsu.curriculog.com/proposal:2556/form>
3. Substantive Revision of a Degree or Concentration - Rural Health Graduate Certificate (Rob Pack) <https://etsu.curriculog.com/proposal:2461/form>
4. Substantive Revision of a Degree or Concentration - Public Health Graduate Certificate (Rob Pack) <https://etsu.curriculog.com/proposal:2439/form>

#### **April 2019**



1. Substantive Revision of a Degree or Concentration - Family Nurse Practitioner, <https://etsu.curriculog.com/proposal:2584/form>, Jean Hemphill
2. Substantive Revision of a Degree or Concentration - Psychiatric Mental Health Nurse Practitioner, <https://etsu.curriculog.com/proposal:2597/form>, Judith Rice
3. Substantive Revision of a Degree or Concentration - Nursing Administration, <https://etsu.curriculog.com/proposal:2620/form>, Donna Fraysier
4. Substantive Revision of a Degree or Concentration - Nursing Education, <https://etsu.curriculog.com/proposal:2579/form>, Katherine Hall
5. Substantive Revision of a Degree or Concentration - Post-DNP Adult Gerontological Nurse Practitioner, <https://etsu.curriculog.com/proposal:2626/form>, Donna Fraysier

### **Non-Substantive Curriculum or Minor Revision**

#### **October 2018**

1. Non-substantive Curriculum Revision - M.S. Digital Marketing, Kelly Price-Rhea, <https://etsu.curriculog.com/proposal:2214/form>

#### **November 2018**

1. Non-substantive Curriculum or Minor Revision - M.S. Sport Management, Non-Substantive Curriculum Revision, <https://etsu.curriculog.com/proposal:2174/form>, Natalie Smith

#### **January 2019**

1. Non-Substantive Curriculum Revision - M.S., Computer and Information Sciences (Matthew Desjardins) <https://etsu.curriculog.com/proposal:2345/form>
2. Non-Substantive Curriculum Revision - MS Biology (Thomas Jones) <https://etsu.curriculog.com/proposal:2477/form>

#### **February 2019**

1. Non-Substantive Curriculum Revision - C4 Epidemiology Graduate Certificate (Claudia Kozinetz) <https://etsu.curriculog.com/proposal:2534/form>
2. Non-Substantive Curriculum Revision - Physical Therapy (Craig Wassinger) <https://etsu.curriculog.com/proposal:2511/form>

#### **March 2019**

1. Non-Substantive Curriculum Revision - Film Production, Graduate Certificate\*, <https://etsu.curriculog.com/proposal:2585/form>, Stephen Marshall
2. Program Policy Revision - MA/PhD Psychology, Non-Substantive Curriculum Revision, <https://etsu.curriculog.com/proposal:2755/form>, Andrea Clements

3. Non-Substantive Curriculum Revision - Early Childhood Education, M.A. (Research Thesis Concentration - RSEA), <https://etsu.curriculog.com/proposal:2812/form>, Amy Malkus
4. Non-Substantive Curriculum Revision - Early Childhood Education, MA (Initial Licensure Concentration - INLI), <https://etsu.curriculog.com/proposal:2805/form>, Amy Malkus

### **Change of Program of Study Credits**

#### **February 2019**

1. Change Program of Study Credits - School Library Professional - Award 4.1 C4 (Renee Lyons) <https://etsu.curriculog.com/proposal:2798/form>
2. Change Program of Study Credits - Health Care Management (Jennifer Hunt) <https://etsu.curriculog.com/proposal:2557/form>
3. Change Program of Study Credits - Rural Health Graduate Certificate (Rob Pack) <https://etsu.curriculog.com/proposal:2467/form>
4. Change Program of Study Credits - Public Health (Rob Pack) <https://etsu.curriculog.com/proposal:2466/form>
5. Change Program of Study Credits - Epidemiology Graduate Certificate (Claudia Kozinetz) <https://etsu.curriculog.com/proposal:2533/form>

#### **April**

1. Change Program of Study Credits - Family Nurse Practitioner, <https://etsu.curriculog.com/proposal:2969/form>, Donna Fraysier
2. Change Program of Study Credits - Psychiatric Mental Health Nurse Practitioner, <https://etsu.curriculog.com/proposal:2716/form>, Judith Rice
3. Change Program of Study Credits - Nursing Administration, <https://etsu.curriculog.com/proposal:2622/form>, Donna Fraysier
4. Change Program of Study Credits - Post-DNP Adult Gerontological Nurse Practitioner, <https://etsu.curriculog.com/proposal:2627/form>, Donna Fraysier

### **Program Policy Revisions**

#### **August 2018**

1. Revision to M.S.N. Admission Policy, Program Policy Revision 2017, <https://etsu.curriculog.com/proposal:1885/form>, Myra Clark

#### **November 2018**

1. Program Policy Revision - Master of Arts in English – Admission, Program Policy Revision, <https://etsu.curriculog.com/proposal:2271/form>, Michael Cody

2. Program Policy Revision - Master of Science in Allied Health – Admission, Program Policy Revision, <https://etsu.curriculog.com/proposal:2236/form>, Deborah Dotson
3. Revise Program Admission, Progression, Retention, or Graduation Policy - M.A. in Criminal Justice & Criminology – Admission, Program Policy Revision, <https://etsu.curriculog.com/proposal:2202/form>, Dustin Osborne

### **February 2019**

1. Program Policy Revision - Computer and Information Sciences – Admission, <https://etsu.curriculog.com/proposal:2771/form>, Mathew Desjardins

### **April 2019**

1. Program Policy Revision - M. A. Counseling – Admission, <https://etsu.curriculog.com/proposal:2408/form>, Janna Scarborough

### **Revision of Articulation Agreement**

#### **January 2019**

1. Revision of Articulation Agreement - MD/MPH (Rob Pack) <https://etsu.curriculog.com/proposal:2493/form>
2. Revision of Articulation Agreement - PharmD/MPH (Rob Pack) <https://etsu.curriculog.com/proposal:2497/form>

### **Terminate Academic Program or Concentration**

#### **November 2018**

1. Terminate Academic Program or Concentration - Mathematical Modeling in Biosciences, <https://etsu.curriculog.com/proposal:2217/form>, Robert, Jr Price

#### **January 2019**

1. Terminate Concentration - Studio Art - concentration (Travis Graves) <https://etsu.curriculog.com/proposal:1953/form>
2. Terminate Concentration - PreCollegiate Mathematics Concentration (Robert Price) <https://etsu.curriculog.com/proposal:2280/form>
3. Terminate Academic Concentration - School Library Media (Renee Lyons) <https://etsu.curriculog.com/proposal:1898/form>

#### **March 2019**

1. Terminate Academic Program - Business Administration Certificate, <https://etsu.curriculog.com/proposal:2548/form>

## **Graduate Education Policy Actions and Announcements**

**August 2018**

### **Announcements**

1. Dr. McGee stated that she is getting to know all the Deans, the practices and policies. Graduate Studies had 400 students register for orientation, 161 rsvp, 117 logged in for live streaming. We had a good turnout for the coordinators meeting. Dr. Kirkby gave a preview of the CRM.
2. Dr. Kirkby said the CRM should go live sometime in the fall. A few technical issues still needed to be resolved.
3. Evelyn Roach demonstrated Curriculog and the various ways to submit and check proposals.
4. Dr. Grube announced that the whole university is looking at all policies and procedures. The topic of looking at GRE requirements for doctoral programs was also discussed.

**September 2018**

### **Graduate Education Policies**

1. Admissions Policy had not made it to the board yet. The policy was discussed and revisions will be made and resubmitted to Graduate Council for review before moving to Academic Affairs for approval.
2. Academic Fresh Start. Graduate Council suggested taking out Fresh Start and letting it be its own policy.
3. Fourth Year of Graduate Assistantship Support: Dr. Phil Pfeiffer addressed the council about a proposal for a fourth year of GA support for dual degree students. Proposal was discussed. It was noted that, with the university's emphasis upon dual and interdisciplinary degrees, extending the allowable term for GAs would be of importance. It was noted that GA support most often comes from the departments and colleges, so they would need to be aware that when a student receives additional semesters of support that removes the opportunity for a GA position to be awarded to a new student. Dr. Kirkby volunteered to draft a proposal to be revisited at the October 22<sup>nd</sup> Graduate Council meeting.

### **Announcements**

1. Dr. McGee: The final total for graduate students for Fall 2018 was 2458, which is up by 16 from Fall 2017. Recruiting season has started, and David Moore will be going on the road.

Dr. McGee is meeting with all the deans, and then she will meet with department chairs and coordinators.

2. Dr. Kirkby: We missed the starting date of September 10 for integrating with Banner. Still working on the checklists and letters of recommendation for applicants and staff. ITS is working on Banner integration. Dr. McGee and the CRM steering committee want to wait until after the holiday break to go live.
3. Input for September 27 Academic Council Report Retreat. An opportunity to discuss concerns and opportunities on:
  - a. Transfer Students
  - b. Dual Enrollment Initiative
  - c. New Programming and Program Delivery Modalities
  - d. International Students
  - e. Buncombe and Henderson County Pilot
  - f. Adult Recruitment
  - g. CRM
  - h. Data source and Usage

## **October 2018**

### **Graduate Education Policy**

1. Proposal for Fourth Year of GA Support for dual degree students. This proposal was brought up to the council at the September 2018 meeting by Dr. Phil Pfeiffer, who requested that we revise the Graduate Assistant policy to enable students to obtain more than two years of support for students who are seeking dual or parallel masters degrees. The Policy Purpose: The policy specifies the maximum appointment and award lengths for Graduate Assistants (GA's) and graduate Tuition Scholarships (TS's) respectively. Dr. Kirkby drafted the wording for the revised policy, which Graduate Council members read and provided feedback. Several items were discussed, and it was decided that more research and revision was needed. Dr. Marks said this policy would be revisited at next council meeting.

### **Announcements**

1. Dr. McGee: School of Graduate Studies is sending Jennifer Brothers to Washington, D.C in November to attend a workshop on international transcripts.
2. Dr. Kirkby: CRM Update. We will be doing in-house testing and will ask graduate coordinators to test their part. Will be looking for bugs as we begin testing. We will have training sessions for coordinators, and there will be a staggered roll out for each program. We are also considering the purchase of additional licenses.

## November 2018

### Graduate Education Policy

1. Graduate Council approved a pilot implementation of the fourth year support of GA support for dual degree students. The trial will begin with Math and Computer Science programs. Dr. Marks suggested that data should be collected to see how the programs are impacted.

### Announcements

1. School of Graduate Studies had a “3 Minute Thesis” competition on 11-28-2018 in Rogers Stout, with two preliminary heats on Wednesday for 1<sup>st</sup> and 2<sup>nd</sup> place then moving to Thursday for the final round. Three winners received monetary awards.
2. Criminal Justice will not be online as well as on ground.
3. School of Graduate Studies sent two specialists to Banner 9 training, and Jennifer Brothers went to Washington, D.C. to attend a workshop on international transcript evaluation.
4. Dr. Kirkby: We are in the last stage of implementation of the CRM. We should be going live in January for non-degree and experimental psychology applications.

## January 2019

### Graduate Education Policies

1. Graduate Council voting members’ attendance at subcommittee and Graduate Council Meetings: Dr. Marks submitted a 2018-2019 member attendance table. Members reviewed the Graduate Council and Subcommittee Attendance Policy and provided suggestions for editing. Dr. Marks will announce the attendance expectations to Academic Council, and Graduate Council will revisit next month.
2. Eliminating GRE scores at the doctoral level: Dr. Brian Johnston is working on a proposal to eliminate the GRE requirement for admission to doctoral level programs. Cost to students to send score reports to schools is over \$400. Dr. Johnston will forward the GRE policy revision information to Dr. Marks for distribution to Graduate Council.

### Announcements

1. CRM Go-live Date, Dr. Kirkby Go live is scheduled for March 1, 2019 for non-degree and experimental psychology.
2. Dr. Kirkby asked for volunteers for the following scholarship committees:

- a. Graduate Fees Scholarship committee: Dr. Jon Ellis
- b. Buc\$ for Books Scholarship committee: Dr. Patrick Bradshaw
- c. Committee chairs for the graduate awards committees:
  - 1. Arts and Humanities Thesis Award: Dr. Jill Leroy- Frazier
  - 2. Education and Social Sciences Thesis Award: Dr. Lori Marks
  - 3. Science, Mathematics, Technology, and Computer Science Thesis Award: Dr. Mitch Robinson
  - 4. Capstone Project Award – Dr. Craig Wassinger
  - 5. Dissertation Award: Dr. Julia Bernard
  - 6. Excellence in Teaching Awards (Teaching Associate and Teaching Assistant): Dr. Martha Pointer
  - 7. Award for Service Projects in the Public Good: Dr. Brittany Wilkins
  - 8. Research Grants: Dr. Karin Bartoszuk
  - 9. Outstanding Mentor: Grad Council forms a committee of the whole; the chair of Graduate Council serves as chair of the selection committee
- 3. Recruiting trip to India: Dr. McGee, Caleb Bennett, and Ramona Williams announced their plans to travel to India the end of January for a recruiting trip.

## **February 2019**

### **Graduate Education Policy**

- 1. Eliminating GRE scores at the doctoral level: Dr. Johnston proposed that the GRE score requirement for doctoral programs should be moved from the School of Graduate Studies level to the department/program level. Masters programs' GRE Admission policies are already at the program level. The proposed change would allow each doctoral program to consider whether to incorporate the use of GRE scores in admission decisions at the program level as appropriate. Several points were brought up about this proposal, such as the GRE is not a good predictor of success; many schools are looking at doing away with the GRE score requirement for doctoral programs. Dr. Grube suggested that if council approves, Dr. McGee should write the proposal.

### **Announcements**

- 1. Recruiting trip to India: Caleb Bennett reported on the trip in Dr. McGee's absence. Dr. McGee, Caleb Bennett, and Ramona Williams traveled to 8 different cities and met with faculty and students from various universities. It was a very successful trip with favorable reception. One of the goals was building up relationships. There were many universities

that had billboards posted, so this may be something we may want to consider in the future.

2. CRM Go-live Update – Dr. Kirkby Dr. Kirkby announced that the go-live date is March 1, 2019.
3. Graduate Student Exit Survey: Dr. Bartoszuk presented Graduate Student Exit Survey data. This survey is administered 3 times a year, most are in state, but out of state is growing. Out of 5564 students, 2153 have responded since 2011.
4. End of Semester & Summer Meeting Dates
  - Faculty Subcommittee: March 18, 2019, 1-3pm, President’s Conference Room
  - Curriculum Subcommittee: March 18, 2019, 1-2pm, Graduate Studies Conference Room
  - Graduate Council: March 25, 2019, 1-3pm, President’s Conference Room
  - Curriculum Subcommittee: April 8, 2019, 1-3pm, President’s Conference Room
  - Faculty Subcommittee: April 15, 2019, 1-3pm, President’s Conference Room
  - Graduate Council: April 22, 2019, 1-3pm, President’s Conference Room
  - Graduate Council: May 20, 2019, 1-3pm, President’s Conference Room

## **March 2019**

### **Graduate Education Policies**

1. Policy Change – GA/TS Course Load.

The policy establishes the minimum enrollment credits per term required for Graduate Assistantship and Tuition Scholarship holder. Policy was discussed and some wording will be changed; those changes will be made and brought back for Graduate Counts vote at the April meeting.

2. Application for Admission to a Doctoral Program Policy, Optional GRE update. Dr. Marks wants to inform Department Chairs and get their input on the proposal before moving forward.

### **Announcements**

1. Dr. Bartoszuk: The next issue of Illuminated is coming out soon. Please keep in mind stories for the Fall 2019 issue.
2. CRM go-live update: Dr. Kirkby announced that approximately 40% of our programs are in the new CRM system now, with all programs expected to be in the new system by mid-September, 2019.



3. Graduate Faculty Award for Outstanding Mentor Selection: Voting members selected Dr. Aruna Kilaru, Department of Biological Sciences, for the Graduate Faculty Award for Outstanding Mentor.

### **April 2019**

#### **Graduate Education Policies**

1. Graduate Council membership selection process: See Graduate Council and Subcommittee Attendance Policy and Membership Structure items on the Graduate Council page within University Governance.  
<https://www.etsu.edu/universitygovernance/governancecommittees/graduatecouncil.php>  
The membership process and wording was discussed. Notably, the policy indicated that the “deans should nominate faculty to serve on the Graduate Council,” and the Membership Structure statement indicated that “one elected representative from each academic unit...” Graduate Council members wanted to clarify that members should be elected by their peers. Dr. Marks will make revisions, and Graduate Council will revisit this at the August 2019 meeting.
2. Application for Admission to a Doctoral Program Policy, Optional GRE update: Dr. Marks sent out emails to department chairs. Two want to keep the GRE (Audiology and Sport Physiology & Performance). This item was tabled until Fall 2019.

#### **Announcements**

1. Recognition of Service to Graduate Council: Certificates were given to members whose terms on the Graduate Council were ending. Dr. Marks presented the certificates to the following members:

Dr. Martha Pointer  
Dr. William Flora  
Dr. David Hurley  
Dr. Jill Leroy-Frazier  
Dr. Wendy Doucette  
Dr. Mitch Robinson  
Dr. Julia Bernard (2018-2019)  
Heath Shelton (2018-2019)