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Graduate Council Meeting Minutes and Reports

3-25-2019

2019 March 25 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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East Tennessee State University
Graduate Council
Minutes
March 25, 2019
President's Conference Room
1:15 p.m.

Present: Dr. Julia Bernard, Dr. Patrick Bradshaw, Dr. Jon Ellis, Dr. Jean Hemphill, Dr. Jill Leroy-Frazier, Dr. Brian Johnston, Dr. Lori Marks, Dr. Martha Pointer, Dr. Mitch Robinson, Heath Shelton, Dr. Craig Wassinger, Dr. Brittany Wilkins, Dr. Claudia Kozinetz, Dr. Karin Bartoszuk, Queen Brown, Janet Keener for David Currie, Dr. William R. Duncan, Dr. Marsh Grube, Connie Grindstaff, LaDonna Hutchins, Dr. Scott Kirkby, Dr. Sharon James McGee, Evelyn Roach, Janet Green (for Casey Gardner)

Absent: Maria Costa, Dr. Wendy Doucette, Dr. William Flora, Dr. David Hurley

Guests: Dr. Stephen Marshall, Dr. Andrea Clements, Matthew Desjardins

A. **Approval of the Minutes: February 25, 2019**

   Motion was made, seconded, and carried to approve the February 25, 2019 minutes.

B. **Curriculum Subcommittee – Dr. Ellis**
   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

   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
5. Program Policy Revision - Computer and Information Sciences – Admission, https://etsu.curriculog.com/proposal:2771/form, Mathew Desjardins
6. CSCI - 4607/5607 - Information Risk Management, Propose New Course https://etsu.curriculog.com/proposal:2680/form, Mathew Desjardins
7. CSCI - 4637/5637 - Wireless and Mobile Computing, Propose New Course https://etsu.curriculog.com/proposal:2131/form, Mathew Desjardins
8. CSCI - 4657/5657 - Cloud Computing, Propose New Course https://etsu.curriculog.com/proposal:2669/form, Mathew Desjardins
9. CSCI - 4677/5677 - Internet of Things, Propose New Course https://etsu.curriculog.com/proposal:2679/form, Mathew Desjardins
10. Terminate Academic Program - Business Administration Certificate, https://etsu.curriculog.com/proposal:2548/form

Curriculum Subcommittee Members Present 3/18/2019:

Patrick Bradshaw, Jon Ellis, Brian Johnston, Claudia Kozinetz, Heath Shelton,
Submitted: Craig Wassinger
Absent: Jean Hemphill, Lori Marks, Martha Pointer

Motion was made, seconded, and carried to approve the curriculum proposals.

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

March 2019

Appointment		
none		

Reappointment			
Applicant	**Department**	**Present Status**	**Recommendation**
John K Boyd, Jr.	Educational Leadership & Policy Analysis	Affiliate	Affiliate
Cheri Whitehead Clavier	Educational Leadership & Policy Analysis	Affiliate	Affiliate

Lisa Marie Haddad	Nursing Graduate Programs	Senior	Member
Charity G Hensley	Early Childhood Education	Temporary	Affiliate
Richard G Rhoda	Educational Leadership & Policy Analysis	Affiliate	Affiliate
Terri E Schreiner	Nursing Graduate Programs	Temporary	Member
Michael H Stone	Sport, Exercise, Recreation, & Kinesiology	Senior	Senior

Present: William Flora, Jill LeRoy-Frazier, Mitch Robinson, Brittany Wilkins
Submitted: Wendy Doucette, Julia Bernard

Motion was made, seconded, and carried to approve the graduate faculty appointments and reappointments.

D. Graduate Education Policies

I. Policy Change – GA/TS Course Load. Dr. McGee

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 approval will be made at the April meeting.

II. Application for Admission to a Doctoral Program Policy, Optional GRE update, Dr. Marks

Dr. Marks wants to talk to all the Chairs and get their input on this proposal before the next meeting.

E. School of Graduate Studies Information Items

I. Dr. McGee, Dean

i. Announcements (Awards Ceremony, Changing Program Coordinators)

II. Dr. Bartoszuk, Associate Dean

i. Illuminated

Dr. Bartoszuk said the next issue of Illuminated will be coming out. Please keep in mind stories for the Fall 2019 issue.

III. Dr. Kirkby, Associate Dean

    i. CRM go-live update

Dr. Kirkby said we have approximately 40% of our programs in the new CRM system now, with all programs expected to be in the new system by mid-September, 2019.

    ii. Graduate Awards Committees

F. **Action Item**

I. **Graduate Faculty Award for Outstanding Mentor Selection** – Please review the application materials on the Graduate Council Office 365 SharePoint group. They're within the 2019 Graduate Mentor Award Folder. https://etsu365.sharepoint.com/:f:/s/graduatecouncil/EuHmJ_LXVk1MrJ7ZuChoXh0B6faoGs945cJ26bOYkv8XvQ?e=6YEah4

All voting members were asked to stay to vote for the Graduate Faculty Award for Outstanding Mentor. Voting members selected Dr. Aruna Kilaru, Department of Biological Sciences, for the Graduate Faculty Award for Outstanding Mentor.

G. **New Business, Announcements, Updates**

H. **Adjournment**

There were no further items to discuss.   Meeting was adjourned at 1:55pm

Graduate Council and Subcommittee Voting Member Attendance, 2018-2019

Member	Aug		Sep		Oct		Nov		Jan		Feb		March	
	Sub	GC	Sub	GC	Sub	GC	Sub	GC	Sub	GC	Sub	GC	Sub	GC
Julia Bernard		X	X	X	X		X	X	X	X	X	X	S	X
Wendy Doucette	X	X	X	X	X	X	X	X	X		X	X	S	
William Flora		X		X	X	X	X	X	X	X	X		X	
Jill LeRoy-Frazier		X	S		X	X	X	X	X	X	X	X	X	X
Mitch Robinson	X		S	X	X	X			X	X	X	X	X	X
Brittany Wilkins	X	X	X		X		X	X	X	X	X	X	X	X
Patrick Bradshaw	*	X	*	X	X	X	*	X	X	X	X		X	X
Jon Ellis	*	X	*	X	X	X	*	X	X	X	X	X	X	X
Jean Hemphill	*	X	*	X	X	X	*		X	X	X	X	S	X
David Hurley	*		*	X			*							
Brian Johnston	*	X	*	X	X	X	*	X	X	X	X	X	X	X
Claudia Kozinetz	*	X	*		X		*	X	X	X	X	X	X	X
Lori Marks	*	X	*	X	X	X	*	X	X	X	X	X		X
Martha Pointer	*	X	*	X	X	X	*		X	X	X	X		X
Heath Shelton	*	X	*			X	*	X	X	X	X	X	X	X
Craig Wassinger	*	X	*	X	S	X	*	X	X	X	X	X	S	X

X = Attended

S = Absent but submitted

* Note: Attendance was not recorded for these meetings