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Graduate Council Meeting Minutes and Reports

10-28-2019

2019 October 28 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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**East Tennessee State University
Graduate Council
Minutes
October 28, 2019
President's Conference Room
1:15 p.m.**

Present: Dr. Julia Bernard, Dr. Patrick Bradshaw, Mrs. Emily Conner, Dr. Wendy Doucette, Dr. Jon Ellis, Dr. Jean Hemphill, Dr. Brian Johnston, Dr. Claudia Kozinetz, Dr. Ingrid Luffman, Dr. Lori Marks, Dr. Jennifer Pealer, Dr. Tony Pittarese, Dr. Marie Tedesco, Dr. David Currie, Casey Gardner, Dr. Marsh Grube, Connie Grindstaff, Dr. Scott Kirkby, Dr. Sharon James McGee, Dr. Evelyn Roach

Absent: Dr. Karin Bartoszuk, Queen Brown, Maria Costa, Dr. William R. Duncan, LaDonna Hutchins, Dr. Craig Wassinger, Dr. Brittany Wilkins

Guests: Dr. Kelly Price, Dr. Michelle Lee, Dr. Michael Stone, Dr. Nancy Cameron, Dr. Natalie Smith, Dr. Jeff Snodgrass, Dr. Mary Mullins

A. Approval of the Minutes: September 23, 2019

Motion was made, seconded, and carried to approve the September 23, 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. PHYT - 7805 - Implementation Science in Physical Therapy, ZA Propose New Course 2018, <https://etsu.curriculog.com/proposal:2879/form>, Dr. Craig Wassinger
2. Program Policy Revision - M.S. Digital Marketing – Admission, <https://etsu.curriculog.com/proposal:2231/form> Dr. Kelly Price-Rhea & Dr. Charles Gorman
3. Program Policy Revision - MSW - Social Work – Admission, <https://etsu.curriculog.com/proposal:3110/form> Dr. Rana Duncan-Daston & Dr. Mary Mullins
4. Program Policy Revision - Sport Management – Admission, <https://etsu.curriculog.com/proposal:2994/form> Dr. Natalie Smith & Dr. Mike Ramsey
5. Program Policy Revision - M.B.A., Business Administration – Admission, <https://etsu.curriculog.com/proposal:3036/form> Dr. Tony Pittarese, Dr. Charles Gorman
6. Non-Substantive Curriculum Revision - M.S. Digital Marketing, <https://etsu.curriculog.com/proposal:3034/form> Dr. Tony Pittarese, Dr. Charles Gorman
7. Establish New Certificate 12-23 credits - C4, Sport Nutrition, <https://etsu.curriculog.com/proposal:3170/form> Dr. Michelle Lee & Dr. Jeff Snodgrass
 - a. NTFD - 5150 - Introduction to Sports Nutrition, <https://etsu.curriculog.com/proposal:3173/form> Dr. Michelle Lee & Dr. Jeff Snodgrass
 - b. NTFD - 5250 - Nutrition and Exercise in Weight Management, <https://etsu.curriculog.com/proposal:3174/form> Dr. Michelle Lee & Dr. Jeff Snodgrass
 - c. NTFD - 5255 - Nutraceuticals and Dietary Supplements for Health and Performance, <https://etsu.curriculog.com/proposal:3175/form> Dr. Michelle Lee & Dr. Jeff Snodgrass
 - d. NTFD - 5350 - Advanced Sports Nutrition for Athletic Performance, <https://etsu.curriculog.com/proposal:3176/form> Dr. Michelle Lee & Dr. Jeff Snodgrass
 - e. NTFD - 5550 - Current Topics in Sports Nutrition, <https://etsu.curriculog.com/proposal:3178/form> Dr. Michelle Lee & Dr. Jeff Snodgrass

Curriculum Subcommittee Members Present 10/14/2019:

Members Present: Ellis (committee chair), Bernard, Bradshaw, Johnson, Kozinetz, Pealer, Pittarese, Marks, Wassinger

Ex officio Present: Bartoszuk, Gardner, Grube, Hutchins, McGee, Roach

Visitors: Michelle Lee, Natalie Smith, Jeff Snodgrass, Mike Stone, Brittany Wilkins

Minutes Taker: Marks

C. Additional Graduate Curriculum Proposal

NRSE - 6940 - Internship in Acute Care NP Practice, Propose New Course, <https://etsu.curriculog.com/proposal:3544/form> (Attachment 1), Dr. Nancy Cameron, Dr. Myra Clark

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

D. Graduate Faculty Subcommittee report and recommendations – Dr. Doucette
Graduate Faculty Subcommittee Report
October 2019

Appointment		
<u>Applicant</u>	<u>Department</u>	<u>Recommendation</u>
Manik Ahuja	Health Services Management and Policy	Member
Whitney E Bignell	Rehabilitative Sciences	Member
Angela L Charles	Political Science, International Affairs & Public Administration	Affiliate
Jennifer Elizabeth Cook	Educational Foundations & Special Education	affiliate
Nancy Ann Donoval	Communication and Performance	Affiliate
Frederick David Gordon	Political Science, International Affairs & Public Administration	Member
Natasha B Gouge	Psychology	Member
Matthew Troy Jenkins	Management & Marketing	member
Cassie Kay Norvell	Curriculum & Instruction	Affiliate
Robert W Pattie	Physics & Astronomy	member
Mildred Frances Perreault	Department of Media + Communication	member
David Stokes Piercy	Department of Media + Communication	member
Ashana Puri	Pharmaceutical Sciences	member

Laurie A Schroder	Rehabilitative Sciences	Affiliate
Rachel Miller Slough	Psychology	member
Jody Smith	Educational Foundations & Special Education	affiliate
Jeremiah J Tate	Physical Therapy	Member
Anca Traian	Economics & Finance	member

Reappointment			
<u>Applicant</u>	<u>Department</u>	<u>Present Status</u>	<u>Recommendation</u>
Scott M Koterbay	Art & Design	Member	senior
Michael Anthony Fowler	Art & Design	temp	member
Trudy G Moss	Curriculum & Instruction	Affiliate	affiliate
Terri C Knight	Curriculum & Instruction	Affiliate	affiliate
Mildred Maisonet Noguerras	Biostatistics and Epidemiology	Member	Member
Kelly Elizabeth Moore	Psychology	Temp	member
Lori J Marks	Educational Foundations & Special Education	Senior	senior
John B Schweitzer	Biomedical Sciences - COM	Member	senior
Gregory A Ordway	Biomedical Sciences - COM	Senior	Senior
Foster Levy	Biological Sciences	Member	member
Wallace E Dixon	Psychology	Senior	senior
Ryan Alan Youngblood	Health Services Management and Policy	Temp	affiliate
Kate E Beatty	Health Services Management and Policy	Senior	member
James T Donaldson	Biological Sciences	Affiliate	affiliate
Ismail O Kady	Chemistry	Senior	senior
Richard Tom Carter	Biological Sciences	Temp	Member

Stephanie R Tweed	Educational Leadership & Policy Analysis	Affiliate	member
Donna Fraysier	Nursing Graduate Programs	Temp	Member
Deborah Ann Dumphy	Nursing Graduate Programs	Member	member
Brian D Johnston	Graduate School	Member	member
Matthew Zahner	Health Sciences	Temp	member
Jennifer Pealer	Criminal Justice & Criminology	Member	member
Ingrid Luffman	Geosciences	Affiliate	member
Stephen G Fritz	History	Senior	senior
Kara Lynn Boynewicz	Physical Therapy	Member	Member
Kerry E Proctor-Williams	Audiology & and Speech-Language Pathology	Member	senior

Technology Limitation: Emily Brockelman Ingrid Luffman

Submitted: Wendy Doucette, Brittany Wilkins

Absent: Marie Tedesco

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

E. Graduate Education Policies

- a. Admission of Faculty Members (Attachment 2) - Drs. Bernard, Wassinger, and McGee

This policy was discussed and it was decided a few more changes needed to be made, then it can go to the ETSU Board of Trustees.

- b. Application for Admission to a Doctoral Program Policy, Optional GRE (Attachment 3), Drs. Johnston and Marks

This policy change has been discussed at length at several council meetings. Program coordinators have been contacted and given their thoughts on this. This policy was approved pending approval from the ETSU Board of Trustees. Dr. Kirkby will draft the wording that will go in the catalog.

c. DNP Progression Policy, Dr. Hemphill

DNP progression policy:

1. Students in graduate nursing programs must meet the requirements of the School of Graduate Studies to remain in good standing. An overall grade point average (GPA) of 3.0 (B) or better must be maintained.
2. In addition, a nursing student must achieve a “B” or better in every graduate nursing course. Policies of the School of Graduate Studies for progression will apply.
3. DNP students who receive less than a “B” in a course will have one opportunity to repeat the course.

This policy was discussed and Dr. Jean Hemphill will be taking this back to the faculty for further review.

F. Information Items and Announcements

- a. Revised Academic Action Approval Matrix and Academic Council consent agenda (Attachment 4) – Dr. Grube
- b. 3MT Competition - Dr. McGee, Dean

We have 38 students registered from a variety of programs. We will have 10 students per heat. Individual heats will be on November 6th and 7th with the final heat on November 13, 2019 in Rogers Stout with the winners receiving scholarship money. The finalist will go on to the regional competition in March 2020 in Alabama.

- c. Announcement: WIN7 Update: WIN7 machines need to be updated to WIN10 no later than January 14, 2020, when Microsoft ends support for WIN7. The update can be performed locally with the software center and does not affect data or settings on the computer. <https://www.etsu.edu/its/communication/windows10-update.php> – Dr. Currie

G. Old Business

There was no old business

H. New Business

- a. 2018-2019 Graduate Council Annual Report (Attachment 5) – Dr. Marks

Motion was made, seconded, and carried to approve the 2018-2019 Graduate Council Annual Report

- b.** Clarification of forms required by School of Graduate Studies, Dr. Hemphill (and others)

Several of the forms required by the School of Graduate Studies were discussed. We have a new Graduation Application form, a new course substitution form, change in coordinators form. We are hoping to have forms in the CRM that will pre-populate for each students needs (i.e., thesis/dissertation, memorandum of oral defense).

I. Adjournment

There were no other items to discuss. Meeting was adjourned at 2:55pm