

Graduate Council
Appalachian State University
Minutes of the Meeting Held January 22, 2007
(Approved February 19, 2007)

Present: Bill Brewer, Keith Davis, Mark Estepp, Pollyanne Frantz, Sammie Garner, Bill Harbinson, Dave Haney, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Robert Johnson, Mike Kernodle, Nancy Mamlin, Nina Jo Moore, Richard Parrott, Bill Pollard, Todd Powell, Nancy Schneelock-Bingham, Jill Thomley, Jenny Ware, Ray Williams, Phil Witmer

Absent/Excused: Charles Duke, Randy Edwards, Alecia Jackson, James Westerman

Guests: Pete Arnold, Toni Calamai, Chuck Dumke, Marjorie Ellis, Paul Gaskill, Sharon Jensen, Tim Harris, Tara Pettit, Kathy Simon, Jeff Soukup

1. Reports/Announcements from Office of Research and Sponsored Programs: Bob Johnson
 - A. Visit the web site for information on proposal submissions and awards:
November Award Recipients
<http://www.graduate.appstate.edu/orsp/proposal/awards/award07/nov06award.html>
December Award Recipients
<http://www.graduate.appstate.edu/orsp/proposal/awards/award07/dec06award.html>
December Analysis Report
http://www.graduate.appstate.edu/orsp/proposal/awards/ytd_2007.pdf
 - B. The deadline to apply for Spring 2007 University Research Council grants is February 14. Guidelines and application can be found at:
<http://www.graduate.appstate.edu/orsp/funding/urc/index.html>.
 - C. Mrs. Patricia Cornette, Grants and Contracts Officer, began work in the Office of Research and Sponsored Programs in mid-January. Mrs. Cornette will be working with contracts and post-award.
2. Reports/Announcements from Proposal Development Team: Pollyanne Frantz
 - A. The Research Education Workshops continue. The third workshop, "Understanding Agency Specifics" was held December 1.
 - B. Appalachian hosted a web conference in December featuring NSF CCLI Program Officer Dr. Russell Pimmel. Twelve faculty attended.
 - C. Research Development Officers continue to work with faculty on proposal development as well as write and submit proposals themselves. A Research Development Officer has not been identified for the College of Fine and Applied Arts.
3. Dr. Huntley called the meeting to order and guests were introduced.
4. It was moved (Mamlin), seconded (Powell), and accepted that the minutes of the November 20 meeting be approved.

VOTE: Motion carried. None opposed. No abstentions.

5. Academic Policies Committee

Proposals from Political Science/Criminal Justice

- Political Science Course Changes - PSCJ Proposals 1 through 4
- Public Administration Program and Course Changes - MPA Proposals 1 through 7 - revised from last meeting

MOTION 1: Approve the proposals PS/CJ-1 through PS/CJ-4.

VOTE: Motion carried. None opposed. No abstentions.

MOTION 2: Approve the proposals MPA 2006-1, MPA 2006-2, MPA 2006-03 (revised), MPA 2006-04 (revised), MPA 2006-5, MPA 2006-6, MPA 2006-07 with the following changes: On the proposed course titles for MPA 2006-1 the title for PA 5460 should be "Budgeting and Fiscal Administration" (i.e., remove the word "Public"). Add to the proposed course titles for MPA 2006-1: PA 5530-5549 Selected Topics and PA 5500 Independent Study (left off in error).

VOTE: Motion carried. None opposed. No abstentions.

Proposals from the Graduate School

- Change of Policies and Procedures Related to Non-Degree Status
- Change in Deadline for Comprehensive Exam and Product of Learning Presentation Completion

MOTION 3: Approve Graduate School Proposal 1 (The maximum number of non-degree earned hours that may be applied to a graduate degree or certificate program is 9).

VOTE: Motion carried. None opposed. No abstentions.

MOTION 4: Approve Graduate School Proposal 2 (The last date for reporting the results of comprehensive exams/product of learning presentations to the graduate school is the last day of regular class meetings each term).

VOTE: Motion carried. None opposed. No abstentions.

MOTION 5: Approve Graduate School Proposal 3 (Program changes related to graduate certificate programs will follow the usual on-campus approval process, through APP. Descriptions and course lists for these programs will be included in the appropriate department section of the Graduate Bulletin.)

VOTE: Motion carried. None opposed. No abstentions.

Proposals from HLES

- Exercise Science course additions - HLE Proposals ES2, ES3, ES12/ES4 (dual list)
- Exercise Science course changes to add/fix dual listed courses - HLE Proposals ES1/ES5, ES8/ES9, ES10/ES11
- Change Exercise Science Concentration in Clinical/Cardiopulmonary Rehabilitation

MOTION 6 Approve proposals ES1/ES5, ES8/ES9, and ES10/ES11 (Correct dual listed courses)

MOTION 7 Approve proposals ES2, ES3, ES12/ES4 (Add new courses, including one dual listed course)

MOTION 8 Approve HLES ES6 (Add some required courses to the concentration requirements for the Clinical/Cardiopulmonary Rehab concentration)

VOTE (Motions 6-8): Motions carried. None opposed. No abstentions.

Proposals from LRE

- Communication Disorders Course Description Updates - LRE Proposals LRE1, LRE2, LRE3, LRE5
- Delete Communication Disorders Course - LRE Proposal LRE4

MOTION 9: Approve proposals LRE1 through LRE5

VOTE: Motion carried. None opposed. No abstentions.

Proposal from Marketing

- Remove Dual-Listing from Marketing Courses - MKT Proposal MKT3.0607

MOTION 10: Approve proposals MKT3.0607

VOTE: Motion carried. None opposed. No abstentions.

Proposals from Physics

- Add dual listing to two undergraduate courses and change one graduate course number

MOTION 11: Approve PHYAST06-01, PHYAST06-02, and PHYAST06-08 provided the department provides copies of syllabi or course outlines for 5515, 4002, and 5002 for comparison of dual listed courses either before or at the meeting.

The proposal to change the course number from 5510 to 5515 does not require a syllabus since it is a number change only.

VOTE: Motion approved. None opposed. One abstention (Hoepfl).

7. Graduate Education Task Force Recommendations. The implementation of the Graduate Education Task Force recommendations is being discussed by the appropriate administrative units. The Task Force reported to Faculty Senate. The Deans will discuss the recommendations in late January, and the Council of Chairs will discuss such on February 1. A tentative date has been identified for the Provost, Deans and program directors to meet.
8. Dual-listed Courses. Council members noted that discussion concerning dual-listed courses needs to continue. Many see the need for curriculum reform.
9. Student Affairs Committee. Dr. Garner reported that the committee is gearing up. Upcoming application deadlines are: Chancellor Fellowships, February 1; Alumni Fellowships and Alumni Scholarships, March 31; Diversity Fellowships, July 1.

10. Social Order of Graduate Students (SOGS). Tara Pettit (Vice President) and Pete Arnold (Director of Public Relations) of SOGS informed Council members of the organization's objective of bringing graduate students together from different colleges and departments. At the present time, Student Development and Higher Education students mainly comprise the membership. The SOGS website is <http://www.sogs.appstate.edu>. For additional information, contact

President: Michael Berger, mb58958@appstate.edu

Vice-President: Tara Pettit, tp75325@appstate.edu

Director of Public Relations: Pete Arnold, pa73683@appstate.edu

11. Faculty Development Committee. Dr. Brewer reported that this committee was assigned the task of drafting criteria for graduate faculty membership. The committee is researching other graduate schools. Many have basic guidelines with additional criteria required by departments. The committee has much to discuss. Feedback and input can be submitted to Dr. Brewer, brewerwd@appstate.edu.

12. Strategic Planning Retreat. Dr. Huntley anticipates holding a strategic planning retreat in Fall, 2007.

13. Career Development. Marjorie Ellis and Sharon Jensen serve as two primary contacts from the Career Development Center. Career Development personnel want to assist students, and they are trying to increase awareness of Career Development services available to undergraduates and graduates. Services are also available to Appalachian alumni. Please feel free to contact Ms. Ellis or Ms. Jensen with suggestions.

Dr. Huntley commended the Career Development Center for working with the Graduate School to make the Graduate Fair a success.

14. AdmissionPros. Dr. Hirst noted that the online graduate application process began for Fall, 2007 applicants. The Graduate School has received over 800 applications either started or completed. Sessions are being conducted for departments to demonstrate the use of AdmissionPros to review and search applications and analyze applicant data. It is hoped that departments will review applications and encourage completion in order to recruit students. Advisors can be set up for accounts. The system currently allows both paper and online application.

Departments have the option of receiving printed applications for Fall, 2007. Beginning Spring, 2008, the application and recommendations will be accessed online. AdmissionPros will expedite the application process and be less paper intensive.

Program directors will be notified of additional training sessions. Sessions run 60-90 minutes.

15. The meeting was adjourned.