

**GRADUATE AP&P COMMITTEE
MINUTES
November 16, 2015
Approved**

Present: John Abbott, Mark Bradbury, Scott Collier, Patty Dale, Elizabeth Graves, Marty Hall, Dru Henson, Holly Hirst, Marie Hoepfl, Lisa Houser, Denise Levy, Gary McCullough, Dontrell Parson, William Pelto, William Pollard, Max Poole, Ben Powell, Debbie Race, Robert Sanders, Tracy Smith, Jennifer Snodgrass, Susan Staub, Tyler Steelman, David Wiley

Excused: Karen Fletcher, Sharron Grimes, Terry Rawls, David Shows, Sandra Vannoy

Absent: Audrey Dentith, Glenda Treadaway

Guests: Katherine Ledford, Derek Mohr, Mark Schwarze

1. Call to order at 3:00 pm, introductions, and welcome- Marie Hoepfl.
2. **Approval of Minutes.** It was moved (Levy) and seconded (Collier) that the minutes of the October 19, 2015 Grad AP&P meeting as amended be accepted. By voice vote the minutes were approved.
3. **New Business:**

Guest Mark Schwarze, Program Director of Clinical Mental Health Counseling Program, requested to be first on the agenda to discuss curriculum proposals from HPC due to scheduling/class conflict. Holly Hirst, as Curriculum Subcommittee Chairperson, discussed the Subcommittee's recommendations to amend Motion 1 as follows:

MOTION 1: Proposals 1, 4 and 2 below: Approve all three proposals provided, there were clarifications on items noted below.

G_COE_HPC_2015_1: Proposal to reinstate Candidacy for ALL Professional School Counseling Students. Curriculum Subcommittee noted that "admission to candidacy" should be added to Section 1 of the Proposal Form as a prerequisite for Internship (HPC 6900). This was mentioned in the Section 2 Rationale, but not listed in Section 1: Actions Requested or in the Graduate Bulletin copy. Please correct the Proposal Form AND the Graduate Bulletin copy.

G_COE_HPC_2015_4: Proposal to change title/description of HPC 6120. Change the HPC 6120 course from "Developmental Assessment and Diagnosis in Clinical Mental Health Counseling" to "Developmental Assessment and Diagnosis in Counseling." Change the first line of the course description from: "An in-depth and critical examination of developmental assessment and diagnosis in a variety of Clinical Mental Health Counseling settings," to "An in-depth and critical examination of developmental assessment and diagnosis in a variety of Counseling settings." Change the last line of the course description from "Prerequisites:

HPC 5120 and registration is restricted to Clinical Mental Health Counseling majors" to "Prerequisites: HPC 5120 or HPC 5310 and registration is restricted to Clinical Mental Health and Professional School Counseling majors." Clarify whether the prerequisite statement for HPC 6129 in the Graduate Bulletin should be HPC 5120 "and" or "or" HPC5310. Both notations are referenced at different places in the proposal. Please correct the Graduate Bulletin copy to clarify which option is correct. Dr. Schwarze clarified that it should read "or."

G_COE_HPC_2015_2: Proposal to Drop HPC 6452 from PSC POS and add HPC 6120.

Remove HPC 6452 "Seminar in Professional School Counseling" (3 hours) from the Professional School Counseling program's Program of Study. Add HPC 6120 Developmental Assessment and Diagnosis in Counseling (3 hours) into the Professional School Counseling program's Program of Study.

VOTE 1: The Motion was approved by voice vote that the proposals be accepted with the clarifications/modifications as discussed above.

MOTION 2: G_COE_HPC_2015_3: Proposal to add the line "Can be taken twice to substitute for one of the courses below" under the HPC 6570 course. Add the line "Can be taken twice to substitute for one of the courses below" under the HPC 6570 course in the Addiction Certificate block. Add "and attendance at an on-campus group interview" in the Admission Requirements block. Change "should" to "must" because preregistering for internship is required.

A clarification question (Smith) was asked about the term "group interview" and Schwarze clarified that it is a group of students interviewed by a group of faculty and students.

VOTE 2: The Motion was approved by voice vote that the proposal be accepted with the clarifications/modifications as discussed above.

MOTION 3: TABLE proposal G_CAS_GJS_2015_02 Change the maximum credit hours for PA 5900 from 6 to 12: The Subcommittee asked the program to discuss it further and then to bring it back to Committee.

MOTION 4: G_CAS_GJS_2015_03 Create a new course: PA 5461 (Public Financial Management) and G_CAS_GJS_2015_04: Revise Master of Public Administration Program. Approve as presented.

VOTE 4: The Motion was approved by voice vote that the proposal be accepted. There was one abstention.

MOTION 5: GU_HS_RPE_2015_10 Remove dual listing for HED 4650/5650 Drug education; GU_HS_RPE_2015_11 Remove dual listing for HED 4730/5730; and GU_HS_RPE_2015_12

Remove dual listing for HED 4710/5710 AND Remove cross listing with HPC 4710/5700:

Subcommittee requests clarification that HED 5640 in section one of the proposal should actually be HED 5650 in **GU_HS_RPE_2015_10**. The Subcommittee expressed concern that the UG and Grad courses will continue to have the same names (ex, Drug Education and Prevention) and will have the same Bulletin descriptions, although the UG and Grad courses are different. Dr. Mohr clarified that the courses were changed to ease undergraduate student registration and that courses will not be offered routinely at the graduate level but rather on demand. The Subcommittee requests that the Program keep in mind that uncoupled UG/G courses should have different titles and bulletin descriptions.

VOTE 5: The Motion was approved by voice vote that the proposals be accepted.

MOTION 6: MUS-MM-2015-1 Change MUS 5170 from 2 credit hours to 3 credit hours: The Subcommittee noted that the action statement in the proposal and in the Graduate Bulletin must be changed to reflect that the credit hours required for a Master of Music in Performance will also be increased by one as well. Approve with the condition that the corrected proposals be resubmitted with changes AND a new clean copy be submitted for the Graduate Bulletin.

VOTE 6: The Motion was approved by voice vote that the proposals be accepted with the clarifications/modifications as discussed above.

4. Old Business:

- A. Update on Graduate Program Review Policy:** Approximately one month ago, a new Program Review policy was sent out to Program Directors for their input. The Committee received some feedback reflecting that many assumed that this review was *in addition* to the existing institutional review. Max Poole will send an updated version to the department Chairs and to Deans and this topic will most likely be on the January agenda.
- B. Update on Revisions to Thesis/Dissertation Bound Copy Requirements:** Marie Hoepfl stated that the results of the survey sent by the Policy Subcommittee about whether to require hard copies of theses and/or dissertations was roughly a 50/50 split response. Communication has been initiated with the Library for more information regarding pricing and other logistics of some departments retaining the option of required hard copies. Max Poole shared that among 12 institutions in the UNC System, nine schools keep electronic copies only and two kept hardcopies because they do not have electronic thesis capability at this time. Only ASU requires both electronic and hardcopies. Many of the universities do require that students deposit their work with ProQuest. ASU uses NCDocs, and we could possibly use ProQuest as well. The Library is okay with not holding hard copies any longer per John Abbott.

5. Updates:

- A.** Max Poole encouraged GAPP members to provide feedback to the Strategic Planning Advisory Committee (SPAC) to help further the goals of graduate education. SPAC is setting

priorities in the University Strategic Plan and there is still time to discuss the importance of graduate-level education. Max Poole also attended the North Council Graduate Dean's Council Meeting and shared information on graduation rates for cohort data for Appalachian provided by the General Administration. He will share this information with the GAPP members directly via email. A discussion of the data followed.

- B. Rob Sanders and Max Poole shared the new Graduate Studies website and also the new advertisement created by UComm. The ad is posted on social media sites, You Tube, Facebook, and AdWorks, as well as in eight movie theaters near UNC university campuses. In its first week it appeared 6874 times on You Tube and, of those viewers, 1564 watched the video to its conclusion.
- C. Rob Sanders shared that Laura Padgett began as the new Director of Enrolled Student Services in the Graduate School and plans to meet with all of the program directors. She will ramp up professional development opportunities for graduate students to enhance the academic offerings provided. Please let her know if you have suggestions. Dontrell Parson and Rob have organized a workshop entitled "Marketing 101" with a marketing firm called "Little Red Bird" out of Charlotte. December 10 is the date for the half-day workshop, with a capacity of 40 +/- attendees. It will begin at 8:00 and continue until 12:00 with lunch following. The Graduate School is also planning to host the 4th Annual "3 Minute Research (3MR) Competition" on January 21, 2016 from 2:00 to 4:00 pm. Please encourage your students to participate. Last year we had 20 students compete and the top student went to the regional competition in New Orleans.
- D. Dontrell Parson shared that the Admissions Team has its last "First Friday" event on Friday, December 4, 2015 with 30 students currently listed to attend. The registration deadline for non-degree applications for Spring 2016 is December 21, 2015.

Meeting adjourned at 4:20 pm by Marie Hoepfl, with a reminder that the next meeting will be in January.