

APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held April 16, 2007
(Approved September 17, 2007)

Present: Bill Brewer, Keith Davis, Tom Fisher, Pollyanne Frantz, Sammie Garner, Dave Haney, Bill Harbinson, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Bob Johnson, Mike Kernodle, Nancy Mamlin, Bill Pollard, Nancy Schneelock-Bingham, Andrew Smith, Jenny Ware, James Westerman

Absent/Excused: Charles Duke, Randy Edwards, Mark Estepp, Alecia Jackson, Jill Thomley, Ray Williams, Phil Witmer

Guests: Pat Beaver, Bryan Brooks, Tony Calamai, Kristan Cockerill, Chuck Dumke, Ed Folts, Lisa Freeman, Leon Ginsberg, Ken Jenkins, Michael Krenn, George Olson, Al Profitt, Kellie Reed-Ashcraft, Lauren Renkert, Chuck Smith, Paul Smith, Glenda Treadaway, Cynthia Wood

Dr. Huntley called the meeting to order, welcomed everyone, and introduced guests. The April meeting is the last of the academic year.

It was moved (Hoepfl) and seconded (Mamlin) that the minutes of the March 26 meeting be approved. Motion carried with none opposed and no abstentions.

Reports/Announcements from the Dean – Edelma Huntley

- Research Week Activities:
 - April 16 at 5:00 – Research Mentor Reception (Administration Building)
 - April 19 – Student Research Day, 10th Anniversary (Plemmons Student Union).
Faculty are encouraged to visit student displays and discuss student research.
 - April 20 – Conclusion of the Research Education Series workshops. A luncheon will honor participants. Special guests include Kimrey Rhinehart (UNC-GA VP for Federal Relations) and Sarah Smith (UNC-GA Director of Sponsored Programs).
- Export Control. Research and Graduate Studies is the current contact point for issues relating to Export Control mandates. Issues include employee travel to foreign countries, international students, and purchasing. The Provost will appoint a campus committee to develop and implement policies/procedures and communicate this mandate to the campus.
- UNC-Tomorrow is an 18-month project to review how universities can best serve the needs of the state. There will be site visits to each of the 16 campuses; May 3 is Appalachian's site visit. The August focus group with Eva Klein asked three questions: What are the major challenges facing North Carolina now and in the next 10-20 years? What is the role of the university system to help the state meet these challenges? What expertise on campuses can be brought to bear in dealing with the challenges facing North Carolina.

Reports/Announcements from Graduate Studies – Holly Hirst

- Commencement is May 6 at 12:30 p.m. in the Holmes Convocation Center. Weather permitting, there will be reception in Durham Park following Commencement with cookies and lemonade. This year, Sunday's Well, a faculty Celtic group will provide entertainment. In the event of inclement weather, there will be an alternative site for the reception.
- Dennis Grady and Tim Huelsman will conduct a strategic planning workshop for program directors and staff on May 3 at 2:00 p.m. at the Broyhill Inn & Conference Center. RSVP required.
- There will be a one-day graduate student recruitment workshop on June 12 conducted by Tom Jackson, President of the Graduate and Professional School Enrollment Management Corp. The workshop will be held in 114 Library from 8:30-4:30 p.m. RSVP required.
- Graduate student orientation will be held the Friday before classes (August 17) from 10:30 a.m. to noon. On Monday, departments conduct meetings and orientations and graduate students conduct an orientation to student life with campus tours. There will be a summer orientation held to coincide with preregistration for graduate students.

Reports/Announcements from Office of Research and Sponsored Programs – Bob Johnson

- [March Award Recipients](#)
- [March Analysis Report](#)
- [FY 2006-07](#)

The above reports are on the web. At the end of March, submitted proposals were up by 19% over last year, \$3 million. Compared to last March, awards were 16% ahead of last year, \$1.2 million. Members are encouraged to review the awards and congratulate recipients.

Recipients of the Spring 2007 University Research Council Awards are listed at: <http://www.graduate.appstate.edu/orsp/funding/urc/recipients.html>.

Reports/Announcements from Proposal Development Team: Pollyanne Frantz

- Visit <http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/apr07/prop-dev.pdf> for the full April report from the Research Development Officers.
- On April 20, the final Research Education Series workshops will be held. There will be a “graduation luncheon” to recognize participants.
- Dr. Frantz conducted a research workshop for the School of Music faculty.
- Music, Education, and Arts & Sciences were surveyed to see what faculty want and need to secure funding. These results are being compiled.
- The grant writer’s toolbox will be presented to Research Development Officers on April 17.

Subcommittee Reports and Recommendations – Academic Policies Committee - Holly Hirst

Proposal from Communication

- *COM387-FAA-2006-1: Add COM 5312. Advanced Crisis Communication/(3).On Demand.*

MOTION: Approve proposal COM387-FAA-2006-1 as presented.

VOTE: Motion carried. None opposed. No abstentions.

Proposal from Health, Leisure and Exercise Science

- *HLES423-FAA-2006-1. Delete all the coursework in the graduate bulletin with the Physical Education (PE) heading.*

MOTION: Approve proposal HLES423-FAA-2006-1 as presented.

VOTE: Motion carried. None opposed. No abstentions.

Proposals from Sociology/Social Work

- *SW 1. Add SW 5001. Advanced Standing Transitional Seminar/(3).SS.F.S*
- *SW 2. Change the Graduate Bulletin description of the Master of Social Work program to add the offering of Advanced Standing to graduates of social work bachelor's degree programs that are accredited by the Council on Social Work Education.*

MOTION: Approve proposals SW1 and SW2 with a change to the proposed bulletin formatting (not content) in SW2 (page 15 of the packet for social work), which will be shared on paper at the meeting.

DISCUSSION:

The Arts & Sciences Council recommends passing the requirements or testing out of courses. Question was asked about who determines whether the student will be required to take up to 6 hours of coursework. The response was that a team of Social Work educators representing the curriculum determines such. An exam is given to determine deficiencies, and additional work is recommended, if applicable.

VOTE: Motion carried. None opposed. No abstentions.

Proposals for Appalachian Studies

- *SD 6. Create new graduate common courses in Sustainable Development: SD 5500; SD 5530-5549, SD 5900*
- *SD 24. Add a new graduate course, SD 5050, Foundations of Sustainable Development*
- *SD 25. Add a new graduate course, SD 5100, Agroecology Practices, Systems and Philosophies.*

- *SD 26. Add a new graduate course, SD 5300, Issues in Global System Science.*
- *SD 27. Add a new graduate course, SD 5900, Internship/Practicum.*

MOTION:

Approve proposals SD 6(revised), SD24, SD25, and SD26, with the following amendments:

- (1) The bulletin description for each course will move from the IDS section to the Appalachian Studies section.
- (2) The course prefixes must be changed where the three IDS courses are listed as required courses or approved electives in the Appalachian Studies program. Specifically:
 - In the list of electives for the Appalachian Culture concentration
 - In the list of required core courses in the Sustainable Development concentration
 - In the “natural sciences” option in the Sustainable Development concentration

NOTE TO DEPARTMENT: This motion does not include the materials presented in addition to the 4 APP proposals. For example, we are no longer providing complete lists of faculty for each program in the graduate bulletin.

DISCUSSION:

Proposal SD 27 was withdrawn from consideration.

Sustainable Development will be listed as a concentration in the Appalachian Studies section of the Graduate Bulletin.

VOTE: Motion carried to approve SD 6, SD 24, and SD 25. None opposed. No abstentions.

Proposals from History

- *HIS 5. Change degree requirements for M.A. in Public History.*
- *HIS 6. Change admission criteria and deadlines for graduate programs in history.*
- *HIS 7. Change thesis hours for HIS 5998 and HIS 5999 from 3 hours to variable credit 1-9 hours.*

MOTION:

- Approve proposal HIS 5 (changes to public history program) with the following change: In the proposed bulletin description (page 3 of the history packet), correct the title of the Internship to be “Internship in History.”
- Approve proposal HIS 6 (changes to the basic admission requirements) as presented.
- Approve proposal HIS 7 (change the thesis and thesis research courses to variable credit) as presented.

DISCUSSION:

Many programs on campus use an admission formula for GRE scores in lieu of minimum scores in the respective areas. The Council of Graduate Schools leaves the decision to institutions whether to require the GRE.

Dr. Hirst would like the Council to discuss removing the limit on the number of times a student can enroll for thesis credit (5989). In order to have university privileges, students must be enrolled; they should not have a limit on the numbers of times in which they can register for 5989, although only a specified amount may count toward the Program of Study. Discussions are being held with Financial Aid to determine whether repeated enrollment in 5989 can count toward federal financial aid.

VOTE: Motions carried to approve HIS 5, HIS 6, and HIS 7. None opposed. No abstentions.

Proposals from Leadership and Educational Studies

- LES 1. Delete the following courses from the graduate catalog:
 - A. *FDN 5870. Statistical Applications in Education/(2).F.*
 - B. *LHE 5010 Public School Administration/(3).F.*
LHE 5250 Conflict Management in Educational Administration/(3).S. (Cross-listed: H E 5250 remains in the graduate bulletin.)
LHE 5300 Community Education and the Public School Administrator/(2).On Demand.
LHE 5810 Planning Educational Programs/(3).F. (Cross-listed: H E 5810 remains in the graduate bulletin.)
LHE 5870 The School Administrator in Contemporary Society/(3).On Demand.
LHE 6050 Seminar in School Supervision/(2).On Demand.
 - C. *LHE 5180 Fiscal Operations and Resource Management/(3).F.On Demand.*
LHE 5700 Educational Leadership/(2-3).F. (Cross-listed: H E 5700 remains in the graduate bulletin.)
- LES 2.
 - A. *Change the course prefix for courses in School Administration from LHE, Leadership and Higher Education, to LSA, Leadership in School Administration*
 - B. *Change the course prefix for all research courses in the LES Department to RES (Research)*
 - C. *Change the course prefix for all Instructional Technology/Computer courses in the LES Department from FDN (Foundations) to ITC (Instructional Technology/Computers)*

MOTION:

Approve proposals LES-1 and LES-2 with the following additions:

- (1) Include the creation of RES 5500 and RES 5530-5549 (independent study and special topics)
- (2) Include the creation of ITC 5500 and ITC 5530-5549 (independent study and special topics)

- (3) All affected programs must also be changed appropriately. Specifically:
- FDN 5000 will be listed as RES 5000 in the following programs: Curriculum Specialist, Educational Media (434 and 437), Elementary Education, Middle Grades Education, Child Development BK, Community Counseling, College Student Development, Marriage and Family Therapy, Professional School Counseling, Communication Disorders, Reading Education, Higher Education, Library Science, Music Therapy, Technology Education
 - FDN 5040 will be listed as CI 5040/RE 5040/RES 5040/SPE 5040 in the following programs: Curriculum Specialist, Elementary Education, Middle Grades Education, Early Childhood BK, Family and Consumer Sciences Education, Reading Education, Special Education, Educational Media (437), Library Science
 - FDN 5220 will be listed as ITC 5220 in the following programs: Curriculum Specialist, Educational Media (434 and 437), Elementary Education, Middle Grades Education, Family and Consumer Sciences Education
 - FDN 5320 will be listed as ITC 5320 in the following programs: Educational Media (437)
 - FDN 5420 will be listed as ITC 5420 in the following programs: Educational Media (437)
 - FDN 5560 will be listed as RES 5560 in the following programs: Curriculum Specialist, Elementary Education, Middle Graded Education, Educational Leadership, Reading Education, Library Science, Technology Education
 - FDN 5620 will be listed as ITC 5620 in the following programs: Educational Media (437)
 - FDN 5630 will be listed as ITC 5630 in the following programs: Curriculum Specialist
 - FDN 5600 will be listed as RES 5600 in the following programs: Family and Consumer Sciences Education
 - FDN 5720 will be listed as ITC 5720 in the following programs: Educational Media (437)
 - FDN 5900 will be listed as ITC 5900 in the following programs: Educational Media (437)
 - LHE 5010 will be listed as LSA 5010 in the following programs: Curriculum Specialist
 - LHE 5030 will be listed as LSA 5030 in the following programs: Educational Leadership
 - LHE 5180 will be deleted from the following programs: Educational Leadership
 - LHE 5250/HE 5250 will be listed as HE 5250 in the following programs: Early Childhood BK
 - LHE 5585 will be listed as CI 5585/LSA 5585 in the following programs: Curriculum Specialist, Elementary Education, Middle Grades Education, English Education, Family and Consumer Sciences Education, Romance Languages French Teaching, Romance Languages Spanish Teaching, History Education, Educational Media (437), Mathematics Education, Music Education

- LHE 5700/HE 5700 will be listed as HE 5700 in the following programs: Higher Education (MA and EdS)
- LHE 5810/HE 5810 will be listed as HE 5810 in the following programs: Romance Languages French Teaching, Romance Languages Spanish Teaching, Higher Education (MA and EdS), Technology Education
- LHE 5900 will be listed as LSA 5900 in the following programs: Curriculum Specialist
- LHE 6180 will be listed as LSA 6180 in the following programs: Educational Leadership, Educational Administration
- LHE 6300 will be listed as LSA 6300 in the following programs: Educational Leadership, Educational Administration
- LHE 6400 will be listed as LSA 6400 in the following programs: Educational Administration
- LHE 6491 will be listed as LSA 6491 in the following programs: Educational Leadership, Educational Administration
- LHE 6700 will be listed as LSA 6700 in the following programs: Educational Administration
- LHE 6900 will be listed as LSA 6900 in the following programs: Educational Administration

DISCUSSION:

LHE 5810 is being dropped, but HE 5810 is not; these courses are cross-listed and HE 5810 is a required course or approved elective in several programs.

Inactive courses are being removed from the books, courses are merged and repackaged, prefixes changed to reflect the respective content, and courses updated.

Dr. Hirst made note where changes need to be made in the *Graduate Bulletin* and programs which programs will be affected. Dr. Davis asked that Community Counseling be added to the list.

The department intended to add ITC 5500, ITC 5530-49, RES 5500, and RES 5530-49.

VOTE: Motions carried to approved LES-1 and LES-2. None opposed. No abstentions.

- *LES 3*
 - Change the course description of LHE 5030 The Principalship/(3).F;S.*
 - Change the title of LHE 5400 from Guiding and Developing Human Resources in Schools/(3).S. to LSA Developing and Managing Resources in Schools and change the course description.*
 - Change the title and course prefix of LHE 5070 School-Based Evaluation/(3).S.On Demand. to RES 5070 School-Based Evaluation and School Improvement Planning/(3).S.On Demand. and change the course description. Change this course from elective to required for the MSA Program (433A).*
 - Change the title of LHE 5900 School Administration and Supervision Internship/Field Study/(1-9).F;S. to LSA 5900 School Administration and*

- Supervision Internship/Practicum/(3-6).F;S. Change the course description. Change the credit hours from 1-9 s.h. to 3-6 s.h.*
- E. *Change the title and course prefix of FDN 6000 Seminar in Research Design/(1-3).F;S. to RES 6000 Advanced Research Methods, Design and Application/(3).F;S. and change the course description.*
- *LES 4. Make the following changes in the Master of School Administration Program (433A):*
 - A. *Reduce the total required semester hours from 42 to 36.*
 - B. *Remove the following courses from the required courses:*
 - C I 5050 Supervision of Instruction (Change from required to elective.)*
 - C I 5230 Studies in Applied Instructional Strategies (Change from required to elective.)*
 - C. *Change FDN 5000 Research Methods from elective to required.*
 - D. *Change Internship requirement of 9 s.h. to Application and Practice requirement of 6 s.h.*
 - E. *Change hours for LHE 5999 Thesis from 2-4 s.h. to 3-6 s.h.*
 - F. *Remove FDN 5040/C I 5040/R E 5040 Teacher as Researcher as an option in electives.*
 - G. *Admission requirements: Change GPA and GRE requirements under Basic Criteria for Consideration and modify requirements under Other Criteria for All Applicants in graduate catalog.*

MOTION:

Approve proposals LES-3 and LES-4 with the following changes:

- (1) The proposed program listing for the MSA (LES-4) should indicate 36 hours of coursework for the total number of hours (not 42).
- (2) The preferred GRE scores should be corrected to be V=435, Q=435
- (3) All references to “G” licensure should be changed to “M” licensure

DISCUSSION:

Changes in School Administration address standards of NCATE and State Board of Education Standards for School Executives.

Internship changes were made to be more content/assignment specific.

VOTE: Motions carried to approved LES-3 and LES-4. None opposed. No abstentions.

- *LES 5*
 - A. *Change program requirements for Master of Arts in Educational Media with a concentration in Instructional Technology/Computers (437D) to include FDN 5630 Advanced Web Design for Education as a choice between it and CI 5921 Instructional Design.*
 - B. *Remove FDN 3100 from pre-requisites for the Master’s in Educational Media with concentrations in Instructional Technology/Computers (437D) and Instructional Technology/Computers, General (437E).*

MOTION: Approve proposal LES-5 as presented.

VOTE: Motion carried to approved LES-5. None opposed. No abstentions.

Proposals from Physics and Astronomy

- *PSY/AST 07-01. Change the name of our Master of Science in Applied Physics to a Master of Science in Engineering Physics*
- *PSY/AST 07-02. Add a Professional Science Master's (PSM) concentration and a certificate in Instrumentation and Automation to our Engineering Physics M.S. program.*
- *PSY/AST 07-03. Change the Graduate Catalog description for the M.S. program in the department of physics and astronomy.*
- *PSY/AST 07-04. Change PHY5999 (Thesis) to allow it to be offered for 3 credit-hours for each of two semesters*
- *PSY/AST 07-05. Delete "dual-listed" status from PHY5900 (Internship)*
- *PSY/AST 07-06. Delete "dual-listed" status from PHY4900 (Internship)*

MOTION: Approve proposals PHY/AST07-04, PHY/AST07-05, and PHY/ASST07-06 as presented.

VOTE: Motion carried to approved PHY/AST07-04, PHY/AST07-05, and PHY/ASST07-06. None opposed. No abstentions.

MOTION: It was moved (Harbinson) and seconded (Brewer) that PHY/AST 07-01, PHY/AST 07-02, and PHY/AST 07-03 be approved.

DISCUSSION:

The subcommittee asked the department to 1) discuss the use of the word "engineering" in the title of the degree program; 2) address whether the CIP (classification of instructional programs) code will change; 3) to provide specific examples where this title has been used at a school without an engineering program to provide the multidisciplinary focus implied by the title engineering physics; and 4) to discuss whether there are MS programs rather than ME programs.

Dr. Calamai responded

- the name change will benefit students
- 85% of their graduates get jobs as engineers with engineering titles
- There aren't Engineering Physics degree programs in the UNC System.
- Applied Physics is more engineering-oriented than many around country.
- American Board of Engineering and Technology, accredits engineering programs, does not maintain rights to the title Engineering Physics.
- The CIP will not change. The name change can be submitted via memo.

VOTE: Motion carried to approve PHY-AST 07-01, PHY/AST 07-02, and PHY/AST 07-03
Vote:

Dr. Haney requested that Dr. Calamai draft a memo to General Administration explaining the above, after the proposals are approved by AP&P.

Other Curriculum Discussion. Concern was expressed that programs are lowering requirements, e.g., the minimum GPA. It was noted that several years ago some programs were ambitious and set high limits and are now lowering the GPA. School personnel receive salary increases for degrees awarded. These educators bring valuable professional experience to programs. These life experiences are considered in the admission process. Programs are now required to have program evaluations which will provide data on the student success. Many programs now use an admission formula.

Subcommittee Reports and Recommendations – Student Affairs Subcommittee – Sammie Garner

The subcommittee elected recipients of the 2007 graduate student awards:

- Outstanding Graduate Teaching Assistant Award: Lucinda Payne (Psychology) and Jennifer DeStephano (Psychology)
- 2007 Outstanding Thesis in Science and Technology: Justin Wynns (Biology)
- 2007 Outstanding Thesis in Social Science and Education: James Dobson (Geography & Planning)
- Transforming North Carolina: Joshua Martin (Health, Leisure, and Exercise Science) and Alice Krueger (Educational Leadership)
- Joyce V. Lawrence: Nichole Rieselman (Leadership & Educational Studies)
- Zigli Family Research Award: Marissa Swaim (Psychology) and Josiah Zayner (Biology)
- Judith & Floyd Domer Research Award: Jason Windett (Political Science/Criminal Justice)

The Outstanding Graduate Student Award was received by Lari Garren (Mathematics Education).

Subcommittee Reports and Recommendations – Faculty Development Subcommittee - Bill Brewer

The committee is drafting a document outlining appointment and reappointment to the graduate faculty. Drs. Huntley and Hirst will review the document. It is the intention of the committee to merge graduate faculty appointment with timelines for departmental personnel actions for appointment, reappointment, and post tenure review. This document will be discussed at the September Graduate Council meeting.

Other Business

Dr. Davis reminded Council members of the upcoming retirement reception for Dr. Glenda Hubbard on Friday, April 27 from 4:00-6:00 p.m.

Motion was made to adjourn (Smith). Meeting adjourned.

