

Appalachian State University
Graduate Council
April 16, 2012
Approved September 17, 2012

Present: Becky Battista, Doris Bazzini, Joseph Cazier, Keith Davis, Mary Englebert, Pollyanne Frantz, Holly Hirst, Edelma Huntley, Aaron Lancaster, Katherine Ledford, Mike Mayfield, Katrina Palmer, Martin Root, Glenda Treadaway, Peg Werts, Mary Valante, Jim Killacky, Marie Hoepfl, Tina Miller for Jenny Primm

Excused: John Abbott, Peter Villanova

Absent: Charles Duke, Dru Henson, Fred Whitt, Susan Davies, Jennifer Snodgrass

Guest: Nita Matzen

1. Dr. Huntley called the meeting to order and introduced guest: Nita Matzen (LES)
2. It was moved and seconded that the minutes of the March 19, 2012 meeting be approved. Motion unanimously approved.
3. Updates from Dr. Edelma Huntley and Dr. Holly Hirst
 - Need to identify two to four graduate students to nominate to send to Graduate Education Day at the state capitol, which will be held on May 23 this year.
 - These students will represent Appalachian's graduate programs by participating in a state-wide, graduate student poster session to help our elected legislators gain an understanding of the importance of graduate education to the State.
 - Commencement will be held on May 11 at 6 p.m.
 - GSAS is holding a 5k run/walk on Sunday, April 29th. Hope to exceed the \$950 that was raised last year.
 - Possible changes to student health insurance. GA looking into two plans:
 - Keep same rate for all age levels, which would double existing rate
 - Separate into graduate vs. undergraduate rates
4. New Business: Curriculum Proposals
 - Leadership and Educational Studies/Instructional Technology Computers
 - COE_LES_ITC_2012_1. Add ITC 5800, Designing 3D Immersive Environments for Instruction/(3). On Demand. to the Graduate Catalog.
 - COE_LES_ITC_2012_2. Add ITC 5820, Creating and Sustaining 3D Immersive Environments for Learning/(3). On Demand. to the Graduate Catalog.

Motion: Approve the ITC proposals (COE_LES_ITC_2012_1 and COE_LES_ITC_2012_2), which add two classes on 3D immersive environments, changing the bulletin description for proposal _2 to add a prerequisite statement.

ITC 5820. Creating and Sustaining 3D Immersive Environments for Learning /(3). On Demand. This course provides students the opportunity to incorporate the knowledge and experiences learned to date by working individually and in teams to develop, deploy and evaluate immersive

learning communities to meet the needs of educational, community or other organizations. In doing so, students will gain practical experience while taking the initiative for independent and authentic learning. PREREQUISITE ITC 5800 OR EQUIVALENT.

Vote: Motion unanimously approved.

5. Prioritizing Graduate Programs for Enhancement or Elimination (continued)

- The Graduate Council has proposed the following as key indicators of fit, quality, and need to further assist programs in understanding how they will be assessed and how to address the eight required points outlined in the status report.
 - Fit: UNC Tomorrow; Mission and Strategic Plan of the University; Goals for Graduate Education
 - Size of and need for the program
 - a) Enrollment: academic year headcount; enrollment at each location (including online as a location); comparison with UNC minimum graduation/enrollment requirements; compared to similar programs in NC.
 - b) Critical mass: average enrollment in graduate classes; ratio of students to faculty; number of students per faculty research mentor; availability of course offerings to enable on-time completion without substitution.
 - c) Demand: average # of applications over 5 years; Bureau of Labor statistics; NC or other projections for workforce needs
 - d) Duplication: # of similar programs in UNC system (enrollment comparisons); in NC; in the region
 - Program Quality Indicators
 - a) Required: Curriculum; Student Outcomes; Faculty
 - b) Optional Additional: Support of Department Mission; Admissions and Entering Students; Progression Through the Program; Infrastructure Supporting the Program; Student Financial Support

Motion: Move forward for Provost's approval with the following changes:

- Include ethics in education on the curriculum block
- Move monetary student support to optional.

Vote: Motion unanimously approved.

6. Announcements

- [Grants Resources and Services](#)
- [Sponsored Programs](#)
- [Research Protections](#)

7. Adjournment

Grants Resources & Services

APPALACHIAN STATE UNIVERSITY

Graduate Council & URC / April 2012 Report from Dr. Pollyanne Frantz, GRS Director & Ms. Amy Love, GRS Assistant Director

Events (date/number of participants):

- “First Fridays: Exercise and Cardiovascular Health” (Mar. 2 / 19)
- “GRC FY12 Budget Overview: Comprehensive Look at Federal Spending for Research and Sponsored Programs” webinar (Mar. 8 / 5)
- New Faculty and Researcher workshop (Mar. 9 / 2)
- “Grant Proposal Writing” lecture for ENG 5535 Technical Writing graduate class (Mar. 20 / 9)
- “Grant Proposal Writing” workshops for GRAM students (Frantz) (Mar. 21 & 23 / 8)
- “The Institute of Education Sciences: Funding Opportunities and Research Designs” (Mar. 22 / 3)
- “Making Progress on Your Research Agenda” co-sponsored by Hubbard Programs for Faculty Excellence (Mar. 27 / 4)
- “International and Foreign Language Education FY12 Grant Opportunities” webinar (Mar. 28 / 3).

Other Activities:

- Faculty consultations/meetings:
 - Frantz: 1
 - Love: 4
- Student consultations/meetings:
 - Love: 2
- Limited submission internal competitions conducted:
 - RGK Foundation
 - National Endowment for the Humanities Challenge Grants
- “The Social Network: Using I.T. and Social Media to Reach out to Faculty” (Frantz, Love and D. Arneke, NC A&T State University), North Carolina Chapter of the Society of Research Administrators annual conference, Durham, NC.
- “The Sequel: Not Funded? Not Done! Proposal Resubmissions” (Frantz and L. Brown, UNC-Charlotte), North Carolina Chapter of the Society of Research Administrators annual conference, Durham, NC.

- 67th Annual Meeting of the ORAU Council of Sponsoring Institutions, Oak Ridge, TN (Frantz)
- Coastal Carolina University research administrator visit to Grants Resources & Services to learn about GRS operations (Mar. 8-9).

Upcoming Events:

For a complete listing of events, see <http://www.orsp.appstate.edu/events/index.html>.

- “Research Café: Compassion Comes to the Table” featuring Dr. Christopher Osmond, Department of Leadership and Educational Studies (April 3)
- National Endowment for the Humanities Regional Grant Application workshop (April 5)
- “First Fridays: Medical Speech Pathology” featuring Dr. Heather Clark, Department of Communication Sciences and Disorders (April 6)
- North Carolina Biotechnology Center Grant Proposal Writing workshop (May 17)
- Faculty Learning Community: Grant Proposal Writing (summer TBA).

Office of Sponsored Programs Report
April 1, 2012

Items of Note

- Year-to-date submission and award information through the end of March is available on the Web at <http://www.orsp.appstate.edu/awards>. A summary follows:
 - 200 proposals requesting \$55,652,023 compared to FY2011's year-end total of 334 requests for \$58,412,052.
 - Proposal submissions are down in number by 17%. This is the 3rd month we have held at a decrease of 17-18%
 - Dollars requested are up 14%, falling back with the slower submission rates and smaller requests. When one factors the variance of one large request for \$17 million (not funded), there is little difference between FY11 and FY12.
 - There are 12 proposals currently moving in the AGrants system and 27 that have not yet been submitted.
 - 168 awards totaling \$7,127,157 reflect a 7% decrease in the number awards, continuing to slowly rise in number.
 - Dollars received also continue to rise very slowly, but are still down 48.4% from this time in FY 2011 compared to a decrease of 53.3% reported in February.
- Sponsored Programs Workshop Offerings
 - February attendance waned, leading to a review and revision in publicity efforts
 - April programs include
 - Building a Budget for Grant Applications 4/3
 - Understanding Contracts 4/23
 - Conversations at Noon 4/12
 - See www.orsp.appstate.edu/events for the full list of remaining FY2012 offerings.
 - Planning for a full FY2013 program schedule is underway
- ARRA (American Reinvestment and Recovery Act) reports are being completed for the 2nd quarter deadline of 4/10
- FFATA (Federal Funding Accountability and Transparency Act) reporting is reviewed and completed monthly.
- ORSP Web presence evaluation and redesign continues to move forward with an August target date for completion
- Society for Research Administrators, International

- Howson Co-presented 3 sessions at the North Carolina Chapter Meeting in Durham March 6-7.
- The Director of Sponsored Programs attended the spring Board meeting as Chapter Representative.
- Other Activity:
 - Kudos to Erin Justice, Athletics & Advising who recently submitted a proposal to Miller-Coors. The sponsor has written that her proposal was so well done that they would like to use it as an example for others who would solicit funds from them. (Kudos also to Charlotte Smith who assisted her first with general comments and then with a simple edit)
 - Howson participated in one audit/site visit
 - Sponsored Programs and Special Funds Accounting staff held 2 half day meetings to collaboratively address ways to enhance post award management. This was the first time the two offices have met in this manner, and directors have agreed to make use of months containing a 5th Wednesday morning to continue joint training.

NEW Business

Graduate Council & University Research Council / April 2012
Report from Julie Taubman, Research Protections (RP)

Upcoming Presentations / Events

- Julie Taubman, Responsible Conduct of Research for CHE 3000, 4/6

Items of Note

- The Institutional Review Board (IRB) approved a procedure to determine whether an activity requires IRB review, and guidelines on the expertise required to perform biomedical research techniques in non-clinical settings. The guidelines cover finger sticks, standard venipuncture, peripheral venous catheter procedures, and dual-energy X-ray absorptiometry. Both documents will be posted on the website:
<http://www.orsp.appstate.edu/protections/irb/sop>
- Number of **new** requests for review received this academic year (as of 4/2/2012): 248 human subject research; 12 animal care and use; 3 biosafety applications with recombinant DNA; and 15 applications for the purchase of radioactive materials.

Past Events

- RP staff visited classes to discuss the IRB review process: Dr. Keefe's class (Robin, 1/30), Dr. Yang's class (Robin, 2/2), Dr. Lillian's class (Julie, 2/23) and Dr. Waryold's class (Julie, 3/22).
- Robin Tyndall held a "Navigating the IRB" workshop on 2/14 with the Hubbard Center (9 faculty and graduate students attended)
- Julie Taubman visited the Biology faculty departmental meeting on 1/24 to discuss the IBC and IACUC processes.