

**Appalachian State University**  
**Graduate Council**  
**April 15, 2013**  
**(Approved September 16, 2013)**

**Present:** Rebecca Battista, Mark Bradbury, Patty Dale, Mary Englebert, Keith Davis, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Jim Killacky, Sandra Krause, Katherine Ledford, Dwayne McSwain, Katrina Palmer, William Pelto, Martin Root, Jennifer Snodgrass, Mary Valante

**Excused:** John Abbott, Joseph Cazier, Pollyanne Frantz, Glenda Treadaway, Peg Werts

**Absent:** William Bradshaw, Susan Davies, Charles Duke, Randy Gonzalez, Fred Whitt

Dr. Huntley called the meeting to order.

1. It was moved (Root), seconded (Battista), and unanimously accepted to approve the minutes of the March 18 meeting.

2. Announcements

- Student Research Day – April 18 from 9 am – 1 pm in the Plemmons Student Union.
- Three Minute Research presentations will be held on Thursday, April 18 at 4 pm in Beacon Heights, 417 of the Union.
- Graduate Student Awards Reception – April 18 at 5 pm in the Solarium of the Union.
- GSAS fundraiser at Chili’s Restaurant. Present coupon when paying. 10% goes to the GSAS Travel Endowment.
- UNC-GA social entrepreneurship competition – help nonprofit organizations develop revenue-generating projects. Appalachian hopes to have 2 teams. Dr. Huntley will share information when received.
- Dr. Christopher Brown, UNC-GA VP for Research and Graduate Education will be on campus on April 19. Graduate program directors were selected to give a 3-minute overview of graduate programs.
- 4+1 pilot program has 15 nominees to date.
- Of 108 Fellowship applications, first round of offers were made with waiting lists.
- NC Out-of-state Tuition Scholarships – If not funded, Academic Affairs hopes to guaranteed those awards accepted to date. The Governor’s budget calls for a 6% additional surcharge for out-of-state students.
- GRAM award letters have gone out.

Dr. Davis expressed appreciation to the Awards and Recognition Committee for all the work it has done in a short amount of time.

3. Old Business

A. At the March meeting, a motion from the Curriculum Committee re: Non-standard Course Limits was tabled until the April meeting.

*A student may, with permission of the program director, request approval from the Graduate School to include on a program of study up to 9 hours of graduate coursework taken as a graduate student at Appalachian prior to the term of admission into the degree or certificate program at Appalachian. These requests are not automatic and will be reviewed on a case-by-case basis.*

**MOTION 1:** Approve the proposal to update information on non-standard course credit

**VOTE 1:** Motion carried. No abstentions. None opposed.

B. Curriculum Proposals from Sociology remain tabled.

4. New Business

**MOTION 2:** Dr. Hirst, with permission from the Curriculum Committee, moved to approve the proposal to create placeholder courses for graduate study abroad.

*Add GRD 5800-5810 (1-9). On Demand.*

**Friendly Amendment:**

FROM: ...Course enrollment is restricted to students approved by the Graduate School and International Education and Development.

TO: ...Course enrollment is restricted to students approved by the student's graduate program, the Graduate School, and International Education and Development.

**VOTE 2:** Motion carried. No abstentions. None opposed.

5. Other

A. Best wishes were extended to Dr. Jim Killacky for his upcoming retirement.

B. Appreciation was extended to members whose terms expire: Becki Battista, Katherine Ledford & Jennifer Snodgrass.

C. Tier 2 reports are due to the Deans by April 26. The Academic Dean will forward to the Graduate School no later than May 3. The Assessment and Review Committee will have a preliminary meeting before the end of the Spring semester.

6. Motion to adjourn (Killacky).

# Grants Resources & Services

APPALACHIAN STATE UNIVERSITY

## Graduate Council & University Research Council / April 2013 Report from Dr. Pollyanne Frantz, GRS Director

### Initiatives:

- The Grantwriters Education Series, a hands-on interactive series of seven workshops designed to take participants through the proposal development process, met March 22 for a session on proposal submissions
- Frantz and Amy Love continue to work on the implementation of REACH NC
- Frantz continues to serve as a mentor in the National Organization of Research Development Professionals Mentoring Program
- Love is working with the Humanities Council Coordinator and graduate assistant to facilitate access to humanities-related funding opportunities through the Humanities Council website
- Frantz successfully completed the Certification Examination for Pre-award Research Administrators in February. The Pre-award Research Administrator Certification is valid for five years. The examination was administered by the Research Administrators Certification Council, a private, independent, nonprofit organization that develops and administers the voluntary certification program. Frantz received a Love of Learning Award from The Honor Society of Phi Kappa Phi to pay the examination fee.

### Other Activities:

- Faculty consultations:
  - Frantz: 6
  - Love: 3
  - Frantz/Love: 3
- Internal funding opportunity faculty review coordination:
  - Microgrants Program
- Miscellaneous:
  - NC A&T State University colleague Nora Shively visited Grants Resources & Services to learn about office structure and functions. Shively also attended the Appalachian Women Scientists recently-tenured faculty meeting

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

- Frantz attended the 68<sup>th</sup> Annual Meeting of the ORAU Council of Sponsoring Institutions in Oak Ridge, TN
- Love created the web page for the Vice Provost for Research candidate CVs and campus visit schedules
- Frantz chaired the March meeting of the University Research Council.
- Events:
  - Graduate Student Workshops on Grant Proposal Writing (2 sessions; Mar. 20 and 29 / 13 participants)
  - Appalachian Women Scientists recently-tenured faculty meeting (Mar. 4 / 9 participants)
  - Campus visit from Dr. Steve Roberts, University Partnerships Specialist, Oak Ridge Associated Universities (Mar. 22 / 41 participants).

**Upcoming events:**

- First Fridays: “Multi-Generational Perspectives: How They Interact and Impact Service to Students and Their Families in an Age of Highly-involved Parents” featuring Dr. Andrea Wawrzusin, University Registrar (April 5)
- Research Café: “Meu Bi'lavd Comunidade (My Beloved Community): Musical and Cultural Exchange through Scholarship and Performance in Brazil” featuring Mr. Keith McCutchen, Hayes School of Music (April 12)
- Hayes School of Music Faculty and Graduate Student Workshop on Finding Travel Funding (April 12)
- Grantwriters Education Series Session #7: Project Management (April 19)
- Grant Proposal Writing workshop for faculty as part of “The Successful Scholar: Increasing Writing Productivity Retreat” (May 22).

Research Protections (RP) Report  
Graduate Council and University Research Council  
April 2013

Announcements

- The Institutional Review Board (IRB) approved a Standard Operating Procedure (SOP) for Exempt Review and Determination Process <http://researchprotections.appstate.edu/sites/researchprotections.appstate.edu/files/IRB%20SOP9%20Exempt%20Review%20Determination.pdf> which describes the criteria for exemption, the review procedure, and when a modification to an exempted study needs to be reviewed by the IRB to confirm exemption.
- The IRB approved a list of [PI Responsibilities](#) for human subject research

Coming Events

- April 9, Institutional Biosafety Council meeting
- April 16, IRB meeting
- April 17-18, Research Protections staff attend training with UNC-CH IRB staff and an IRBIS (IRB Management system) meeting at UNC GA.