

Graduate Council
Appalachian State University
Minutes of the Meeting Held February 19, 2007
Approved March 26, 2007

Present: Bill Brewer, Keith Davis, Mark Estepp, Pollyanne Frantz, Dave Haney, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Alecia Jackson, Robert Johnson, Mike Kernodle, Cheryl Lee (for Sammie Garner), Nancy Mamlin, Nina Jo Moore, Richard Parrott, Bill Pollard, Nancy Schneelock-Bingham, Andrew Smith, Jenny Ware, James Westerman, Phil Witmer

Absent/Excused: Charles Duke, Randy Edwards, Bill Harbinson, Jill Thomley, Ray Williams

Guests: Ray Miller, Beverly Moser, Brian Raichle, Jon Winek, James Young

1. Dr. Huntley called the meeting to order, introduced guests, and welcomed the GSAS representative Andrew Smith.
2. It was moved (Hoepfl), seconded (Mamlin), and accepted that the minutes of the January 22 meeting be approved.
3. Reports/Announcements from Dean Edelma Huntley
 - A. March 26-27, there will be an NC State Mentoring workshop for faculty interested in mentoring undergraduate (minority, first generation students, etc.). Invitations were sent to all graduate schools in the state, including private institutions. NC State will pay for mileage and lodging. An email will be sent to chairs and program directors. If interested, contact Holly Hirst for additional information. Dr. Hirst will coordinate representatives from Appalachian. Sent to all graduate schools in state, including privates. Chairs/program directors will get this information also.
 - B. Appalachian has been working toward an institute of energy, environment, and economics. A task force comprised of members of the Graduate School, FAA, A&S, and Business has been discussing this institute. Funds were received by Appalachian for the position of director of this institute. Dr. Sid Connor is chairing a subcommittee to draft the facilities (40000 sq. ft.) plus external buildings, and satellites sites. The next issue of Appalachian Explorations, an insert in the Appalachian Today, will feature energy, environment, and economics.
4. Reports/Announcements from Graduate Studies: Holly Hirst
 - A. Commencement – May 6 at 12:30 pm.

- The Hayes String Quartet will perform, and a movie highlighting graduates will be shown.
 - Summer graduating cohorts are being polled to get information for inclusion in the program if desired
 - Reception immediately following in Durham Park (rain location TBA)
 - Policy for summer graduates – fixing the current contradictory policies
 - students may apply for graduation provided that all work is completed except current coursework
 - students may not walk at Commencement unless the thesis/dissertation has been defended
 - students who graduate in August may walk at Spring Commencement
- B. Input into Operational Procedures. The Academic Policies Committee will discuss the below items at the next meeting. Input is welcome.
- Submission of applications for multiple programs

Although Appalachian has not had a student apply for two programs at once, companion institutions allow students to submit multiple applications. A student would be required to pay a fee for each application and submit original paperwork to both departments. The new system will indicate two separate applications, and each department will be notified if the student is accepted.
 - “Back graduation” for incomplete work
 - current: not allowed if not complete by the official date of graduation
 - possible alternative: if the work is complete by the day before the first day of classes for the next term
 - Thesis deadlines:
 - current: 14 days before the last day of classes
 - possible alternative: 7 days before the last day of classes, with final draft (including edits required by the graduate school) due the day before classes begin in the next term
- C. GSAS is still hoping to reach the \$10,000 mark for its endowment this Spring; they have about \$1500 to go.
- D. The Graduate School is discussing bringing in an external consultant to speak on recruitment.
- E. There will be a meeting of the Provost, Deans, Chairs, and Program Directors on Wednesday, February 28 at 8:00 a.m. in Linville Falls of the Union. The recommendations of the Graduate Education Task Force will be discussed.
5. Reports/Announcements from Office of Research and Sponsored Programs: Bob Johnson
- A. The Appalachian Explorations research magazine, embedded within Appalachian Today, highlights scholarship. The magazine is currently at the printers and should be published in about three weeks. Please notify the Office of Research and Sponsored Programs if you have suggestions of individuals to highlight.
 - B. Last Monday Faculty Senate addressed the issue of Technology Transfer which is now the Intellectual Property Advisory Council (previously the Patent and Copyright Committee). Each college/school will be asked to make a

recommendation to the Provost of a member to serve on this council. The Provost will appoint members.

- C. The University Research Council met and reviewed proposals. Each semester \$70,000 is available for award. Thirty-four proposals were submitted, and the Council will meet on March 22 to discuss and rank proposals. Applications came from the following: 22 A&S; 3 Business; 2 Education; and 8 F&AA.
- D. Reports
 - [January Award Recipients](#) – Acknowledge colleagues who have received grant awards
 - [January Analysis Report](#) – by academic unit (year to date)
 - [FY 2006](#) – ASU is 10% ahead of same time last year in submissions and 15% ahead . Awarded – 15% ahead of this time last year.ORSP can provide information in other formats upon request.

6. Reports/Announcements from Proposal Development Team: Pollyanne Frantz

- A. An online survey regarding faculty perceptions about seeking and obtaining external funding was sent to all Arts and Sciences faculty.
- B. Fine & Applied Arts still needs a Research Development Officer.
- C. The fourth Research Education Workshop discussed developing the proposal budget. Evaluations were positive. ORSP can provide assistance. Narratives and budgets will be discussed at the next workshop.
 - A few participants have already submitted proposals and received awards; others have proposals pending.
- D. For a complete report of activities of Research Development Officers, visit:
<http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/feb07/gcr020207.pdf>

7. Academic Policies Committee – Report and Recommendations: Holly Hirst

[Proposals from HPC](#) - Marriage and Family Therapy Program

- *Refine the Marriage and Family Therapy Program to include a marital and couples therapy course; refine the list of approved area courses.*

MOTION 1: Approve Proposals from Human Development & Psychological Counseling (HPC 1 and 2)

VOTE: Motion carried. None opposed. No abstentions.

[Proposals from Theatre & Dance](#) - In support of Counseling and Expressive Arts Therapy

- *Add independent study and special topics numbers for dance: TD 375-FAA-2006-1*

MOTION 2: Approve Proposal from Theatre & Dance (TD 375-FAA-2006-1)

VOTE: Motion carried. None opposed. No abstentions.

[Proposals from Technology](#)

- *Add 4711/5711 Renewable energy systems: TEC370-FAA-2006-AP1 and TEC370-FAA-2006-AP2*

MOTION 3: Approve Proposals from Technology (TEC370-FAA-2006-AP1 and TEC370-FAA-2006-AP2)

NOTE: The committee requested and received clarification on the range and scope of the independent project that is the additional work required of graduate students in this dual listed course. Also, the program explained why addition of another dual listed course will not change students' ability to complete the program of study with no more than 12 hours of dual listed coursework.

VOTE: Motion carried. None opposed. No abstentions.

[Proposals from Geography & Planning](#)

- *Modify (separate into GHY and PLN) one course and add three courses to support a new Planning Certificate: GHY/PLN 2006-1 through GHY/PLN 2006-5*

MOTION 4: Approve Proposals from Geography & Planning (GHY/PLN 2006-1 through GHY/PLN 2006-5), with the following change: On proposal 2006-3, the course title for PLN 5431 should be "Planning Methods and Techniques" (rather than planning research methods) to distinguish it from the research methods course usually numbered 5000.

NOTE: The committee requested and received clarification of the workload issues raised by these proposals, in particular the plan for faculty to teach these courses as overloads during the first cohort for the certificate (which takes one year to complete) in order to test the demand on campus and in Asheville.

VOTE: Motion carried. None opposed. No abstentions. (The Certificate does not need to be submitted to AP&P, but the course proposals need to go forward.)

[Proposals from Sociology & Social Work](#)

- *Add an Advanced Standing Option and the transitional seminar to support this option: SW 1 and SW 2*

NOTE: The Social Work proposals were not approved by the College of Arts and Sciences and were withdrawn.

[Proposals from Foreign Languages & Literatures](#)

- *Add an 18 hour graduate certificate in French using existing courses.*

MOTION 6: Approve Proposal from Foreign Languages & Literatures related to the French certificate (FLL 06-14)

The college and department decided not to accept applications in French. One course will be offered per semester with the possibility of a three-week summer institute comprised of two courses.

VOTE: Motion carried. None opposed. No abstentions.

- *Change admissions requirements (expand from degree in French to degree in French or a related area) and refine bulletin descriptions for the French programs (add url for where to read more about the portfolio comprehensive and make it*

clear that the product of learning is the comprehensive for the teacher licensure track).

MOTION 7: Approve Proposals from Foreign Languages & Literatures related to the French program (FLL 06-15, 06-16), with the following change: On proposal 06-16, reorder the title/concentration for the secondary program to be "French, K-12 Teaching, M Level Licensure (223D) [T]."

NOTE: Discussions regarding termination of this program are premature. These changes will clarify program requirements.

VOTE: Motion carried contingent on approval of Proposal 16 by the Council on Teacher Education (involves K-12 track). None opposed. No abstentions.

- *Change admissions requirements (expand from degree in Spanish to degree in Spanish or a related area) and refine bulletin descriptions for the Spanish programs (add url for where to read more about the portfolio comprehensive and make it clear that the product of learning is the comprehensive for the teacher licensure track).*

MOTION 8: Approve Proposals from Foreign Languages & Literatures related to the Spanish program (FLL 06-17, 06-18), with the following two changes: (1) On proposal 06-17 under "other criteria for all applicants," change the statement to the oral command of *Spanish* (rather than French); (2) on proposal 06-18, the concentration code for the Spanish secondary education degree must be changed to "229D [T]."

VOTE: Motion carried contingent on approval of Proposal 18 by the Council on Teacher Education (involves K-12 track). None opposed. No abstentions.

- *Refine general descriptions and layout for all Romance Language programs: FLL 06-19*
- *Change semester of offering for two courses: FLL 06-20*

These proposals do not contain changes to admissions, course, or degree requirements, but rather contain reformatting requests for the bulletin descriptions that do not change the content or requests for change in course term offerings; these proposals were considered for information only.

8. Subcommittee on Student Affairs: Cheryl Lee representing Sammie Garner
The committee is meeting on February 20 to review Chancellors Fellows applications. The requirements are 3.7 GPA, 70% passage on any part of the GRE. There is a large pool for review.
Alumni Fellowships are due March 31.
Dr. Huntley noted that there will be three theses awards: Social Sciences/Education, Arts and the Humanities, and Science/Technology.
9. Subcommittee on Faculty Development: Bill Brewer

The committee is reviewing two proposals for graduate faculty membership: one is procedural to combine renewal with existing reviews (reappointment, promotion/tenure, post-tenure review); the other is minimum baselines for graduate faculty. Graduate faculty cannot be eliminated due to accreditation. The committee is drafting a proposal for master teacher.

Dr. Haney noted that the university survey is collecting information concerning faculty evaluation and development. There will be an open forum to discuss results. The university committee will draft a preliminary report and recommendations by the end of the semester with a formal report submitted next fall.

10. Announcements

- Research and Graduate Studies is hosting its annual Mardi Gras open house: February 20 from 11:30-1:30.
- Mark your calendars for Glenda Hubbard's retirement on April 27 in the Blue Ridge Ballroom of the Union
- Dr. Dick Parrott is being honored at a retirement reception on Friday afternoon at the Turchin Center. Dr. Parrott came to Appalachian in 1973. He began serving on Graduate Council as a graduate student. Committee work included initial drafting policies for field-based programs. Dr. Huntley thanked Dr. Parrott for his membership on the council and service to the university. In turn, Dr. Parrott thanked all present for "a lot of great years."

11. Dr. Hoepfl motioned for adjournment. Meeting adjourned.