

**APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held February 22, 2010
(Approved March 15, 2010)**

Present: John Abbott, Doris Bazzini, Joseph Cazier, Scott Collier, Keith Davis, Tom Fisher, Dave Haney, Serena Heinz, Holly Hirst, Marie Hoepfl, Edelma Huntley, Jim Killacky, Martin Root, Neva Specht, Nancy Schneeloch-Bingham, Charlotte Smith, Julie Taubman, Chris Thaxton, Glenda Treadaway, Peter Villanova, Meredith Whitfield

Absent/Excused: Susan Davies, Pollyanne Frantz, Alecia Jackson, Jenny Primm

Absent/Unexcused: Charles Duke, Randy Edwards, Dru Henson, William Pelto, Lynn Stallworth

Dr. Huntley called the meeting to order. It was moved (Fisher) and seconded (Specht) that the minutes of the November and January meetings be approved with a correction to the January minutes noting that Dr. Killacky was excused. Motion carried unanimously.

Reports/Announcements from the Graduate School – Edelma Huntley

- Dr. Gary Walker, graduate program director in Biology, received the inaugural Outstanding Graduate Mentor by the Conference of Southern Graduate Schools (CSGS) and will receive his award at the annual meeting at the end of this week. CSGS includes states from Delaware to Texas. ASU also won the CSGS thesis award three times – the most of anyone in North Carolina, including R1, doctoral and flagship institutions. Council members are encouraged to consider nominations for pre-tenure faculty, mentors of graduate students, and students writing theses.
- ASU is planning to submit the proposal to plan a PhD in Rural Clinical Psychology this Spring. Although the Psychology Department personally visited Clinical Psychology and PhD programs across the state, many chairpersons and graduate deans are no longer in these positions. The Psychology Department is updating letters of support from the appropriate institutions. The proposal will go through an improved process which includes a disciplinary panel.
- Ms. Charna Howson was hired as the new Director of Sponsored Programs effective March 1. Ms. Howson was Associate Director of Sponsored Programs at UNC-G and comes to ASU with over 20 years of experience in sponsored programs. She was a Leadership Fellow with the National Council of University Research Administrators. Ms. Howson shared with ASU a communication received by UNC-G from the NC Department of Health and Human Services requesting a voluntary 10% reduction of expenses. This communication bypassed sponsored programs, but it was brought to the attention of UNC-GA. GA asked that universities not respond but allow them to have additional dialogue with DHHS; programs in the state will respond together. This information was shared with ASU PIs.

Reports/Announcements from Graduate Studies – Holly Hirst

- Academic Affairs confirmed that the 2010-11 assistantship budget is approximately \$2.2M. There are approximately 900 students on campus who qualify to be assistants from these funds.
- UNC-GA told all UNC system schools that on-campus graduate students who carry 6 or more semester hours will be required to either carry health insurance or be enrolled automatically in a policy. This insurance will be billed through Student Accounts. Off-campus students are exempt.

There is concern about low income, first generation college students and 25-30 year olds. With \$620-650 per year or \$325 per semester for 6 semester hours in addition to tuition, fees, and Health Services, this is a substantial increase. This decision was based on national data which show students with health insurance are statistically healthier, are retained, and are more successful.

We need to communicate to the students with health insurance to submit a waiver. The provider, Pearson & Pearson, will put up a web site where students can enter insurance information. Insurance coverage will be verified. This site should be live April 1.

Appalachian's student health services is fee supported; insurance will not replace student fees.

Off-campus students who take on-campus classes default to being counted as a residential, meaning higher tuition and fees.

Additional discussion:

Q: Will there be mental health coverage?

A: There will be a few add-ons, such as vision for \$100/semester, but we do not know if mental health will be an add-on. There is no wellness feature.

Q: Will evening enrollees be required to carry insurance?

A: We do not know.

Q: Is this a 9-month policy?

A: It is a 12-month policy, with billing possibly up front for the academic year. We do not know what will happen if students enrolled in Fall do not enroll in Spring.

Q: Will everyone pay the same price?

A: Yes. With no distinction between undergraduates and graduates, the bulk of the students are 18-25 year olds. This allowed a lower price.

Q: If the student graduates, will coverage continue?

A: We understand it will work like COBRA with continued coverage.

Q: Does it matter whether students live on or off campus?

A: No. Students enrolled in 6 or more semester hours on campus will either pay insurance or submit the waiver.

We do not know if certificate students will be required to carry insurance.

Ms. Heinz pointed out that for master's level teaching assistants paid \$8000/year, this will be 10% of their pay.

The negotiations were between purchasing offices and health services. This group didn't necessarily know the questions to ask from an academic viewpoint. On March 1, GSAS will discuss insurance coverage and compile additional questions.

UNC-C and UNC-G already charge for insurance. Their programs were not successfully challenged. UNC-G did get leverage for health insurance for doctoral teaching assistants, but not for graduate or research assistants. It was felt that research assistants paid \$28-32,000/year on grants at UNC-C could afford the insurance.

- Funding for North Carolina tuition scholarships have not increased despite increases in tuition and fees. As a result, they are fewer in numbers for 2010-11. Four are reserved for the STEM disciplines; 63 remain.
- The deadline for nominations for Outstanding Thesis Awards was postponed due to weather. Volunteer readers are needed for the three categories: 1) science and technology; 2) social sciences and education; and 3) arts and humanities. Volunteers include Dr. Villanova for social sciences and education, and Drs. Hoepfl and Collier for science and technology.
- The Conference of Southern Graduate Schools thesis awards coming up are education, business, and humanities and the arts. Faculty are encouraged to nominate students for these awards.

Reports/Announcements from Sponsored Programs – Charlotte Smith

- Submissions are up 83% in dollars from January of last year at \$12,590,900. There are 17 more submissions (up 11%) than this time last year.
- Awards are down by 27 or 14%, but the dollar amount is up \$652,304 over this time last year.
- Awards to note:
 - ARRA funded Joseph Cullen and Patrice White of Appalachian Family Innovation through the NC DHHSARRA at \$173,000.
 - Jesse Lutabingwa of OIED received a \$300,000 grant from Higher Education for Development for research with renewable energy in Mexico.
 - Bill Parrish received \$175,996 from NC Small Business and Technology Center.
 - Brett Taubman received \$214,657 from NASA for Climate Action Network through Direct Observations and Outreach.
- Dr. Huntley pointed out that although the dollar amounts are down, awards are up which indicates faculty are less timid submitting proposals than in the past and going after bigger awards.

Reports/Announcements from Proposal Development – Holly Hirst for Pollyanne Frantz

- Refer to the web report:
<http://www.graduate.appstate.edu/facultystaff/council/agendas/feb10/propdev.pdf>
- Upcoming events:

- February 18: Corporation for National and Community Service (CNS) web conference with Kevin Days (Learn and Serve America program officer) and Dr. Norman Clark (project director from ASU) on Learn and Serve America higher education programs.
- February 18: First Fridays with Dr. Nita Matzen talking about virtual worlds and IT.
- March 1: Two events in the Confab Clusters series (3D Virtual Worlds and March 16 (Blue Ridge Parkway)
- March 23: Grant Writing Fundamentals
- NSF Graduate Research Fellowship Workshops will be conducted to assist juniors, seniors, and graduate students interested in graduate studies.

Reports/Announcements from Research Protections – Julie Taubman

- Dr. Brian Raichle replaces Dr. Rokosky as the Radiation Officer. Training is required, and ASU arranged for a consultant to come to Boone to work with Dr. Raichle and others. The consultant's expenses will be reduced as he has local connections. If you know persons who could benefit from this training, contact Julie Taubman.
- A radiation safety task force will draft a radiation safety management plan.
- Ms. Taubman distributed a draft Responsible Conduct of Research plan. NSF requires that students supported by NSF funds are required to participate in RCR training. On March 16, Dr. Becky Rufty, Associate Dean of the Graduate School at NC State and responsible for NC State's RCR program, will share her experiences with ASU.

Reports/Announcements from Federal Relations – Meredith Whitfield

- U.S. Army Special Operations (USASOC) and Marine special operations (MARSOC) visited campus to discuss collaborations with ASU in human performance research and discuss other areas of interest.
- Ms. Whitfield and Dr. McCracken were to travel to DC, but flights were cancelled due to weather. This trip will take place next week. They plan to submit an earmark with the Appalachian Regional Commission and meet with the Small Business Administration while in DC.
- Dr. Huntley noted that the call for Federal Agenda items was distributed in January; a reminder will be sent in a few weeks. Faculty are encouraged to think about projects that fit into funding of congressionally-directed grants. Ms. Whitfield indicated there will be online website to streamline submissions of one-page descriptions which are then sent to DC. Proposals are written after funding is awarded.

OLD BUSINESS – Academic Policies Committee

At the January meeting, this Council tabled until February the curriculum proposal PHY AST-F09-014 to introduce a new concentration: Master of Science in Engineering Physics with a professional Science Master's Concentration in Nanoscience for Advanced Materials. Proposed courses associated with this were previously approved by this Council.

Dr. Hirst distributed a revised proposed bulletin description of course requirements. This handout is usually reviewed by Jenny Primm of the Registrar's Office to check titles and numbers, but Ms. Primm has been out of the office due to meetings and illness. The review will be done before submission to AP&P. There was a Technology course listed but not created and approved. It has been changed to selected topics. The curriculum is the same as presented in January with the exception of a request to change the internship to 1-12 s.h. (not 3-12) for greater flexibility. The dual-listed courses are the same as others in the PSM approved in December.

Discussion:

- Council members questioned enrollment in only 1 s.h. of internship and whether this correlated to hours in the workplace. (Hoepfl and Root) It was noted ten weeks of on-site internship is required, but there are colloquium presentations (additional s.h. of credit) to relay to the board and other faculty the content and experiences. The ability to have a lower s.h. internship reduces costs to the student.
- Question was asked about the admission GRE quantitative and verbal scores. (Villanova). Dr. Hirst responded that although there is an absolute minimum for the Graduate School, departments typically set their minimum scores higher. Dr. Hirst indicated that a proposal to revise admission criteria was approved by AP&P; however, meeting minutes have not been distributed.
- The addition of a concentration rather than a stand-alone major will determine whether there will be sufficient numbers in the program. If successful, the faculty can request a separate major later. (Huntley)
- Internships can be paid.
- Correction: CHE 5560 was listed as a 3-hour course but is a 4-hour course.

VOTE: Unanimous with the correction as noted above. None opposed; no abstentions.

NEW BUSINESS

A. Report from the Student Affairs Committee – Keith Davis

1. Drs. Davis, Schneeloch-Bingham, and Specht met with feedback from Dr. Jackson. Research awards recipients are: Ginger Kelly (Geography and Planning) for the Zigli award; Serena Heinz (Biology) for the Domer award; and Anna Clay (Human Development and Psychological Counseling) for the Lawrence award.
2. Dr. Davis expressed enjoyment serving on this committee because he is able to see what is going on around campus.
3. Dr. Davis noted that the award nomination letter influences the committee decision. He is planning a workshop through the Hubbard Center for September 24 from 10-11 to address key aspects of writing strong recommendation letters.
4. Dr. Hirst indicated the Student Affairs Committee will review applications for the Chancellor's, Provost's and Alumni Fellowships – deadline March 10.

Dr. Hirst indicated graduate admissions applications are up 30% paid submissions from this time last year, mostly an on-campus increase. Off campus “humped” in April/May. There is a 60% increase in applications for speech pathology – 430 completed applications for 32 enrollees. These are up 150 than last year. On the admission application, students check whether they want to be considered for scholarships/financial aid packages.

B. Report from the Faculty Development Committee – Marie Hoepfl

1. The committee is composed of Drs. Hoepfl, Abbott, Collier, Thaxton and Villanova. The committee is charged with reviewing the Graduate Education Task Force recommendation #10 which speaks to establishing guidelines to recognize contributions made by Graduate Faculty members.
2. Faculty Handbook states there will be Graduate Faculty meetings twice a year, but this has not occurred in several years. Dr. Huntley noted that the Graduate Faculty was last called together in 2006 or 2007 with little to no attendance. The committee can recommend whether to call a meeting or change the Faculty Handbook.
3. The committee is discussing distribution of an anonymous survey to Graduate Faculty in mid-March to ascertain satisfaction with how information about graduate programs is fed back to the faculty and to quantify and understand pressure points for faculty.

C. Other. Dr. Davis will be attending a conference for the March meeting, but requested Dr. Diane Waryold, College Student Development, attend as his proxy.

It was moved (Specht) that the meeting be adjourned.