

APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held January 28, 2008

PRESENT: Sally Atkins (for Keith Davis), William Brewer, Charles Duke, Chuck Dumke, Tom Fisher, Pollyanne Frantz, Sammie Garner, Dave Haney, Bill Harbinson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Bob Johnson, Nancy Mamlin, Nancy Schneeloch-Bingham, Neva Specht, Andrew Smith, Lynn Stallworth, Glenda Treadaway, Jenny Ware, James Westerman, Ray Williams, Phil Witmer

Absent/Excused: Randy Edwards, Dru Henson, Alecia Jackson

Guests: Lee Baruth, Susan Colby, Denise Ludwig-Martz, Kathleen Lynch-Davis

1. Reports/Announcements from the Dean - Edelma Huntley

- There is a public presentation by Dr. Stanley Faeth, candidate for the position of Director of the Research Institute for Environment, Energy, and the Economics) on Tuesday, January 29 at 4:30 p.m. in the Table Rock of the Union.
- A response to five UNC Tomorrow questions (per program) must be submitted December 1 for teacher education, health and human services, mental health, science, technology, and math. The Graduate School will develop a template. Much of the information is already available. The Graduate School will try to gather data, populate a template, and ask programs to analyze it. Remaining data must be supplied by departments. We must respond to how assessment happens and how programs fit with UNC Tomorrow. Other responses are not due until May 2009.
- Two \$2,500 faculty awards, similar to the graduate student "Transforming North Carolina award," will be jointly made by Research and Graduate Studies and ARDI in 2008. The guidelines, developed by Drs. Huntley and Johnson, will be distributed to faculty.
- There will be a workshop on grant writing in the humanities before the end of Spring; one is scheduled in science. More information to follow.

2. It was moved (Mamlin), seconded (Specht) and unanimously approved that the minutes of the November 26, 2007 be accepted. No opposition; no abstentions.

3. Reports/Announcements from Research and Sponsored Programs - Bob Johnson

- In Fall of 2007 there was an announcement of new research competition. With a goal to increase externally supported research, seed funds were awarded to faculty members to develop preliminary data for major research award applications to external sponsors. Recipients:
 - Dr. Robert Creed (Biology)
 - Dr. David Dickinson (Economics) and Dr. Todd McElroy (Psychology)
 - Dr. Ted Zerucha (Biology)

Dr. Susan Edwards (Biology)
Dr. Shea Tuberty (Biology)
Dr. Brett Taubman (Chemistry)

Awards were made up to \$20,000, up to \$30,000 if students participate in the research.

- Reports from Research and Sponsored Programs:

December awards recipients:

<http://www.graduate.appstate.edu/orsp/proposal/awards/award08/Dec07award.html>

December analysis report:

<http://www.graduate.appstate.edu/orsp/proposal/awards/college%20analysis%2012-07.pdf>

Submissions and awards, FY 07-08:

http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/jan08/Rpt2Grd%202007_2008.pdf

At the end of December, submissions totaled \$25.3M – 90% ahead of December, 2006. This is due to an increased number of faculty writing grants and increased dollar amount of awards. Awards totaled \$9.2M awards – \$3.1M or 52% ahead of December, 2006.

- Research and Sponsored Programs has been short-staffed. Robin Waters accepted another position on campus, and Lisa Bingham will be returning to this position. Ms. Bingham returns in a few weeks.
- Spring University Research Council proposals are due by February 15.
- In Fall of 2007, the UNC system began a \$4M grant program. Each campus nominated up to three faculty. The requirement included significant collaboration with state agencies, such as schools, hospitals, and benefit North Carolina. Of the 18 grants funded, two of three submissions from Appalachian were funded: Jeff Ramsdell (Technology) with the biodiesel testing facility in Hickory and Baker Perry (Geography) with a proposal to forecast weather for the ski industry.

4. Reports/Announcements from Graduate Studies - Holly Hirst

- Distributed was a handout from the graduate program director luncheons held over the last week and a half. Discussion included planning, reporting, application to candidacy, thesis grading process, dropping courses, and distance courses. AP&P asked the Graduate School to look at the variance of credit hours earned for graduate internships.
- Graduate Bulletin
 - ❖ The University will be working with new software that links with Banner and that will automatically update the bulletins.
 - ❖ The Graduate Bulletin will be streamlined by listing programs of study in the front and courses in the back. This will eliminate duplication of courses under multiple programs.

5. Reports/Announcements from the Proposal Development Team - Pollyanne Frantz

- The report of research development activity can be found at:

<http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/jan08/Research%20Development%20Report.pdf>

- The Federal Agenda workshop and luncheon is rescheduled for February 4 in the Chancellor's Board Room at 11:30 a.m. RSVP to Monica Rose in Research and Graduate Studies.
- Changes in Research Development Officers
 - ❖ Ed Brewer (Communication) is new for Fine and Applied Arts
 - ❖ Megan Johnson replaces Suzanne Wise for the Library
 - ❖ Arts and Sciences has a vacancy
- The Library is in the process of purchasing a site license for the Foundation Directory online. ASU is currently limited to three specific assigned users. The site license will allow access for faculty and students. The license must be signed and the database loaded before available for use.

6. Academic Policies Committee -- Holly Hirst

Psychology Curriculum Proposals

- *PSY 3. To create a new course entitled PSY 4208, Forensic Psychology.*
- *PSY 4. To create a new course entitled PSY 5208, Forensic Psychology.*
- *PSY 5. To rename PSY 4655, Advanced General Psychology, as The Critical Consumer of Psychology.*
- *PSY 6. To rename PSY 5655, Advanced General Psychology, as The Critical Consumer of Psychology.'*
- *PSY 8. Change PSY 4653, Health Psychology to PSY 3653, Health Psychology*
- *PSY 9. Drop PSY 5653, Health Psychology*

MOTION: Approve the PSY proposals related to several course changes (PSY 3, 4, 5, 6, 8, 9) with the changes listed below.

Changes:

- (1) On proposal PSY3 and PSY 4: add the "Part B" info: projected enrollment 15 (undergrad), 5 (grad); current faculty: Dr. Paul Fox; additional faculty/resources: none needed.
- (2) On proposal PSY 4: remove the notation "(SPEAKING)" from the bulletin description.
- (3) On proposal PSY 6: remove the notation "(WRITING, SPEAKING)" from the bulletin description.

VOTE: Motion carried. None opposed; no abstentions.

Biology Curriculum Proposals

- *BIO 7. Add a Cell and Molecular Biology Concentration to the MS Biology Program*
- *BIO 8. Add a graduate course (BIO 5650) entitled "Bioinformatics" to be taught every other year (odd-numbered years) during Fall semester*
- *BIO 9. To offer a 3 credit graduate level course entitled BIO 5710 Genomics beginning in Spring 2010*

- *BIO 10. To offer a 3 credit graduate level course (BIO 5720) entitled "Gene Regulation" beginning in Spring 2009*

MOTION: Approve Biology proposals related to cell and molecular biology (BIO 7 through BIO 10) subject to the following edits to BIO 7:

PROGRAM OF STUDY FOR MASTER OF SCIENCE IN BIOLOGY (XXX*) WITH TWO CONCENTRATIONS

Prerequisite: An undergraduate degree with a major in biology from an accredited college or university.

Hours: 30 semester hours minimum

Required Courses:

BIO 5000	Bibliography and Research	4
BIO 5999	Thesis	4-8
SUBTOTAL REQUIRED COURSES.....		8-12

Concentrations (CHOOSE 1): 18-22

Cell and Molecular Biology Concentration (XXXB)

BIO 6615 Current Topics in Molecular Biology 4-12

One of the following courses3

BIO 5650 Bioinformatics (3 s.h.)

BIO 5777 Biostatistics (3 s.h.)

Elective Hours 3-15

General Concentration (XXXC)

BIO 5777 Biostatistics.....3

Elective Hours 15-19

TOTAL HOURS FOR THE MS DEGREE (minimum).....30

Thesis: Required

Language Proficiency: None required

Comprehensive: Written comprehensive examination and an oral defense of the thesis.

VOTE: Motion carried. None opposed; no abstentions.

Curriculum and Instruction Curriculum Proposals

- *Change the Master of Arts in Elementary Education (Major Code :422A) degree program by:*
 - Deleting the following courses as program requirements and from the Graduate Bulletin:*
 - CI 5592. Elementary Education Teaching Strategies/(3).S.*
 - CI 5980. Special Topics in Elementary Education/(1-3).F;S.*
 - Deleting the elective requirement (0-5 s.h.)*
 - Change the program requirement for the Product of Learning from 1 s.h. to 3 s.h.*
 - Change the Teaching Field Courses requirement from 6 s.h. to 12 s.h.*

From: Courses (5000 level or above) that are selected with the advice and approval of the academic advisor from the areas of the arts, humanities, mathematics, social sciences, natural sciences, and reading.

To: Courses (5000 level or above) from the areas of mathematics, science, social studies, and reading that are selected with the advice and approval of the academic advisor.

- E. *Change course description and the number of credit hours for CI 5130. Recent Trends and Issues in Education/(2).F;S. to CI 5130. Recent Trends and Issues in Education/(3).F;S. (See AP&P CI Proposal #2 in this packet.)*
- F. *Add three new courses to be included as options in this program component. These are*
 - CI 5070. Advanced Study in Elementary School Mathematics/(3).F;S.(See AP&P C I # 3 in this packet.)*
 - CI 5075. Advanced Study in Elementary School Science/(3).F;S. (See AP&P C I # 4 in this packet.)*
 - CI 5080. Advanced Study in Elementary School Social Studies/(3).F;S. (See AP&P C I # 5 in this packet.)*

MOTION: Approve CI 1-5. 1 proposal changes program of study for ELED to increase # hours for product of learning from 1 to 3. Committee wanted to review syllabus. This is a “fix” vs. a change as they did much work for 1 hour. In handout, on pages 5-9. This is acceptable by the committee. Proposals refine the program.

VOTE: Motion carried. None opposed; no abstentions.

Human Development and Psychological Counseling Curriculum Proposals

- *HPC 1: Make the following changes in the Professional School Counseling Program (Major Code: 427* and CIP: 13.1101 and Concentration Code: 427B Elementary/Middle School Licensure and 427C Secondary School Licensure):*
 - A. *Delete SPE 5610 Advanced Studies in Classroom Management/(3).On Demand. as a required course.*
 - B. *Decrease the number of semester hours for required courses from 45 to 42.*
 - C. *Change the concentration elective hours:*
 - 1) *For Concentration Code 427B Elementary/Middle School Licensure Concentration:*
 - Thesis Option: Change from 11 semester hours to 14 semester hours*
 - Non-Thesis Option: Change from 15 semester hours to 18 semester hours*
 - 2) *For Concentration Code 427C Secondary School Licensure Concentration:*
 - Thesis Option: Change from 11 semester hours to 14 semester hours*
 - Non-Thesis Option: Change from 15 semester hours to 18 semester hours*

MOTION: Approve the HPC proposals related to professional school counseling.

NOTES:

(1) Comment: The committee felt that special education courses should have a strict focus, and thought the word "strict" in the rationale for proposal 1 part A should be removed. DEPARTMENT RESPONSE: It is fine to remove the word "strict."

(2) Question: The committee requests clarification on how a thesis student would satisfy the 14 hours of electives, given that almost all courses are 3 hours. Does this create a hidden extra hour (meaning that the thesis program is 61 hours)? DEPARTMENT RESPONSE: No; it would be reasonable for a student to take a 2 hour independent study in prep for thesis.

VOTE: Motion carried. None opposed; no abstentions.

Technology Curriculum Proposals

- *TEC480-FAA-2007 -154. Add to the undergraduate and graduate catalog TEC 4700/5700. Biofuels Technology/(3).S.*
- *TEC500-FAA-2007 -414. In the Graduate Bulletin, add the graduate course TEC 5149 Entrepreneurship in Technology and Science in the Department of Technology.*
- *TEC524-FAA-2007 -438. In the Graduate Bulletin, change the course description for TEC 5000 Research in Technology.*
- *TEC525-FAA-2007 -439. In the Graduate Bulletin, change the course description and add a prerequisite for TEC 5809 Research and Development in Technical Areas.*
- *TEC526-FAA-2007 -440. In the Graduate Bulletin, change the title of TEC 5909 Computer Uses for Industrial Research and Development to TEC 5909 Computer Uses for Technical Research and Development, change the course description, and delete the required prerequisites.*
- *TEC536-FAA-2007 -191. In the graduate catalog, change the course requirements for TEC 5718, Construction Management. The new course will be TEC 5718, Scheduling and Planning/(3),F.S.*

MOTION: Approve the TEC proposals (TEC480, TEC500, TEC524, TEC525, TEC 526, TEC536), subject to the following changes:

- (1) On TEC480, the current faculty should list Dr. Jeff Ramsdell (Jeremy Ferrell (MA in Appropriate Tech) assists with the lab component, but is not the instructor of record, nor can he be).
- (2) On TEC480, the dual listing needs to be noted and the bulletin description reformatted for (separate) inclusion in the undergraduate and graduate bulletins.
- (3) On TEC536, the proposal should DROP TEC 5718 Construction Management and ADD TEC 4750 and TEC 5750 Planning and Scheduling.

Dr. Hirst made a friendly amendment to the committee motion for Proposal TEC536 to approve the ADD TEC 4750 but to strike the DROP of Construction Management until students get through the pipeline.

VOTE: Amended motion carried. None opposed; no abstentions.

Graduate School Curriculum Proposals

- *Refine policies on requirements for students interested in double majors, double degrees, double concentrations, undergraduates enrolling as graduate students, and graduate minors*

Discussion:

- The committee recommends no more than 50% of courses be double-counted between program areas.
- Students with a double degree must graduate with both in the same term. One Program of Study can be submitted with the minor listed below the major and signed by the department.
- In the proposed description, omit second “may”: Students wishing to pursue a double major or double degree at the same level (master’s or specialist) may either apply for both programs simultaneously or may petition...”
- Under Double Major/Double Degree, add a statement that the student must complete both degrees within the 7 year limit from initial admission.

VOTE: It was moved (Dumke) and seconded (Mamlin) to table discussion until the next meeting, allowing members to seek additional input from their departments. Motion carried. None opposed; no abstentions.

7. Faculty Development Committee – Bill Brewer. Committee members are Lynn Stallworth, Nancy Schneeloch-Bingham, and Chuck Dumke.

The Graduate Faculty Membership document is presented to streamline the process. The Graduate Education Task Force recommendation is to tie the application for graduate faculty to the departmental review process. Associate membership will apply to new faculty who do not have the qualifications for Full membership, if graduate faculty membership is requested.

In Statements #2 and #3, align the review process with reappointment/tenure as outlined in the *Faculty Handbook*.

It was noted that chairpersons returning to teaching status have five years before review. Statement #6 should address non-teaching faculty/administrators.

The Graduate School will not require submission of all documents presented for reappointment or post-tenure review when applying for graduate faculty membership. It is suggested that a summary from the dean accompany the graduate faculty application.

VOTE: It was moved (Brewer) and seconded (Smith) that discussion continue at the next meeting. Motion carried. None opposed; no abstentions.

8. Student Affairs Committee -- Sammie Garner. At the November meeting, decisions were made on the Domer, Lawrence, and Zigli research awards. Approaching deadlines are February 1 (Chancellor’s Fellowships and Lovill Fellowships) and March 1 (Provost’s Fellowships and the Alumni Fellowships).

9. The meeting was adjourned.