

APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held January 25, 2010
Approved February 22, 2010

Present: John Abbott, Doris Bazzini, Joseph Cazier, Scott Collier, Keith Davis, Tom Fisher, Pollyanne Frantz, Dave Haney, Serena Heinz, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Susan McCracken, Jenny Primm, Martin Root, Neva Specht, Nancy Schneeloch-Bingham, Lynn Stallworth, Julie Taubman, Chris Thaxton, Glenda Treadaway, Peter Villanova, Meredith Whitfield

Absent/Excused: Susan Davies, Alecia Jackson, Jim Killacky

Absent/Unexcused: Charles Duke, Randy Edwards, William Pelto

Guests: Tim Forsyth, Barbara Howard, Sarah Jordan, Pam Kidder-Ashley, Gail Leedy, Ken Mullen, Janice Pope, Travis Triplett

The meeting was called to order by Dr. Huntley. The minutes of the November 16 meeting will be acted upon at the February meeting.

Due to the extensive number of curriculum proposals, reports were either attached to the agenda or emailed to Council members.

- Reports from Sponsored Programs:
 - [December 2009 Awards](#)
 - [Analysis of Submissions and Awards for 2009-10](#)
 - [Year to Date Comparison by Department and College, 2008-09 vs. 2009-10](#)
- [Reports/Announcements from the Proposal Development Team](#)
- Reports from Graduate Studies (email dated 1/22/10)
 1. The deadlines for various awards and fellowships are approaching. We have posted a Graduate Studies Calendar of Events on both the faculty, staff and student pages of the graduate school's website.

FEB 12:
Outstanding Thesis Nominations
Who's Who Among American College Students Nominations Application for Graduation for Spring 2010

MAR 5: Student Award Nominations (outstanding TA, outstanding graduate student service, Alpha Epsilon Lambda Honor Society, Transforming North Carolina Research Award)
MAR 10: 2010-11 Graduate Student Fellowship Applications
APR 8: Student Awards Reception
 2. We had an unusually large number of graduate students (70!) last fall who did not maintain good standing (3.0 GPA and no failing grades). This number has been gradually rising over the last two years.

- Over 20 of these were students who had incompletes roll to F, and for whom that was not intended by the faculty. Help us get the word out that students in this situation will have their class schedules and financial aid canceled shortly after the end of the semester. We do not have the man power to follow up on all of these issues individually as we have done in the past when the list was under 20.
3. We have worked over the last year with AdmissionPros to develop the capacity to scan documents that come to us on paper and attach them to the electronic application in AdmissionPros. This will enable program admissions committees to see the documents as we get them (for paid applications). We will stop sending paper documentation to the departments for documents received after September 1, 2010, which should give people plenty of time to get used to the online view. Faculty and staff will need to download the latest version of the software to see the new feature. People should contact Sandy Krause or Anna Basnight if they need help with the download.

OLD BUSINESS

GS 200910-03. Require that dual-listed courses at the 4000 level require senior standing or special permission of the graduate school, and be limited to less than 50% of the approved program of study.

This proposal, presented at the October meeting, originated from an Ad-hoc Committee on Dual-listed Courses. In October, it was requested that feedback from programs be solicited. The proposal was tabled at the November 16 meeting. Feedback was distributed to Graduate Council members. It is proposed that syllabi be reviewed for differentiated learning outcomes between undergraduate and graduate students. This was cited both by SACS and by the Task Force on Graduate Education.

It was requested the Council consider the three components of the proposal separately.

PART 1: to increase the maximum number of dual listed courses in any graduate degree program to 50%.

VOTE: 1 YES; 13 NO; 0 abstentions. Motion did not pass. Exceptions will have to be approved by the Graduate Council as current policy stands.

PART 2: Motion (Henson) and second (Bazzini) to limit enrollment in dual listed courses to seniors only with the possibility of exceptions made by departmental override. Question was called.

VOTE: 15 YES; 0 NO; 0 Abstentions. Motion carried.

PART 3: The Graduate School will review syllabi to make sure there is substantive difference between graduate and undergraduate learning outcomes.

VOTE: 8 YES; 4 NO; 0 Abstentions. Motion carried.

Summary:

1. No more than 12 semester hours of dual-listed courses may be included in a student's program of study for a 36 semester hour or longer program. Students in program of less than 36 semester hours are limited to nine (9) semester hours;
2. Senior/graduate standing, or permission of the department, is required to enroll in a dual-listed course;
3. Syllabi will be reviewed by the Graduate School to ensure a differentiation in learning outcomes between undergraduate and graduate courses.

NEW BUSINESS:

Leadership and Educational Studies. *LES-1. Change the minimum GRE and GPA criteria for full admission to the Education Specialist (Ed.S.) in Educational Administration (Major Code: 428A.13.0401{T}).*

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Biology. *BIO 5551. Ornithology [Course Modification]. Increase from 3 to 4 credit hrs. The increased lecture and laboratory time will allow for new approaches to the study of this very diverse field.*

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Government & Justice Studies. *MA in Criminal Justice [Program Modification]. Graduate students in the MS in Criminal Justice and Criminology thesis track will no longer be required to take a comprehensive examination.*

MOTION from the Academic Policies Committee to approve with a change:

"Comprehensive: During the final semester of course work, students not pursuing the thesis option must pass a written examination."

VOTE: Motion unanimously approved. None opposed; no abstentions.

Social Work. *Master of Social Work [Program Modification]. The Department of Social Work requests the admissions requirement for the Advanced Standing Master of Social Work Program be modified from a 3.5 undergraduate GPA in social work courses to a 3.2 undergraduate GPA in social work courses beginning Summer II, 2010.*

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Psychology

- *PSY 5555. Advanced Educational Psychology [Course Modification]. To change the course description for PSY 5555 and add it as a required course for students in the School Psychology graduate program.*
- *PSY 5702. Psychoeducational Assessment for Intervention-I [Course Modification]. To change the title and course description for PSY 5691, to assign a new course number to it (PSY 5702) reflecting that it is the first in a 2-course sequence, and to add admission to the School Psychology graduate program as a prerequisite.*

- **PSY 5703. Psychoeducational Assessment for Intervention-II [New Course].** To add PSY 5703 Psychoeducational Assessment for Intervention – II and include it as a required course for students in the School Psychology graduate program and assign a course number to it reflecting that it is the second in 2-course sequence.
- **PSY 5704. Emotional/Behavioral Assessment for Intervention [Course Modification].** To change the number (to PSY 5704), title and course description for PSY 5765 and to add enrollment in PSY 5902 Practicum II (School) as a co-requisite.
- **PSY 5810. Functions & Ethics of School Psychology [Course Modification].** To change the course description for PSY 5810 and to add admission to the School Psychology graduate program as a prerequisite.
- **PSY 5820. Psychoeducational Prevention and Intervention [Course Modification].** To change the course title and description for PSY 5820 and to add admission to the School Psychology graduate program as a prerequisite.
- **PSY 6900. Internship [Course Modification].** Remove the description of the minimum number of contact hours per credit hour for the generic psychology internship description and add detail about the minimum number of internship contact hours required specific to each graduate program.
- **Specialist in School Psychology [Program Modification].** To change the Program Requirements for the School Psychology Graduate Program so that they reflect all of the requested changes that have been submitted.

MOTION from the Academic Policies Committee to approve with a change: For PSY 5703, list PSY 5702 as a prerequisite.

VOTE: Motion unanimously approved. None opposed; no abstentions.

- **Industrial-Organizational Psychology and Human Resource Management. [Program Modification].** Change the Comprehensive Exam from the Human Resources Certification Institute's (HRCI) Professional in Human Resources (PHR) Exam to an oral examination administered by IOHRM program faculty.

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

MBA/Accounting. 09.0910. Add ACC 5240: Accounting for Sustainable Practice to the catalog, cross list and create MBA 5240: Accounting for Sustainable Practice and add as electives to the MS in Accounting and MBA program respectively.

MBA/Communication. 08.0910. Add MBA 5311 Communication in Conflict Management, to be cross listed with COM 5311 Communication in Conflict Management and included as an elective in the MBA program.

MOTION from the Academic Policies Committee to approve with changes:

- 1) change bulletin description to standard wording, "Same as MBA 5240; Same as ACC 5240"
- 2) add the courses to be approved electives lists for the MBA concentration as follows:
 - * ACC/MBA 5240 should be added to the elective list for Sustainable Business
 - * COM/MBA 5311 should be added to the elective list for General Management

VOTE: Motion unanimously approved. None opposed; no abstentions.

Communication. Add COM 5152: Advanced Organization Communication (3). On Demand.

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

School of Music. Change the course description and add a range of credit hours for MUS 5996 Creative Project in Music Therapy.

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Health, Leisure and Exercise Science

- **ES 5555:** Remove the prerequisite/corequisites and the dual-listed status for ES 5555: Nutritional Aspects of Exercise Sports
- **ES 5600:** Change the course description and remove the prerequisites for ES 5600: Survey of Sports Performance
- **ES 5621:** Remove the prerequisite for ES 5621: Exercise Physiology I: Cardiopulmonary and Metabolic Aspects.
- **ES 5622:** Change the course description and prerequisites for ES 5622: Exercise Physiology II: Neuromuscular and Endocrinological Aspects
- **ES 5625:** Remove the prerequisites for ES 5625: Concepts of Clinical Exercise Testing
- **ES 5635:** Remove the prerequisites for ES 5635: Electrocardiographic Interpretation
- **ES 5645:** Remove the prerequisites for ES 5645 Cardiopulmonary Pathophysiology and Rehabilitation
- **ES 5650:** Change the course description and remove the prerequisite for ES 5650: Theoretical and Practical Aspects of Strength/Power Conditioning
- **ES 5660:** Change the course description and remove prerequisites for ES 5660: Exercise Prescription and Chronic Disease Management
- **ES 5710:** Remove the prerequisite for ES 5710: Biomechanics
- Change the degree requirements for MS in Exercise Science

MOTION from the Academic Policies Committee to approve with one change in the program modification: The final concentration code letter will be different to reflect the new name and will be assigned after approval by the Registrar's Office.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Management. MGT 2.0910. Delete the program offering a Graduate Certificate in Human Resource Management (Certificate Code: 330A/52.1001)

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Curriculum and Instruction

- CI #1 & #2: (1) Change course description of CI 5552 Advanced Video Production/(3).S. and (2) dual list with CI 4552
- CI #3: Add CI 5960. Audio Documentary Production/(3).S. to the graduate catalog and as an option in the Program of Study for the Master of Arts in Educational

*Media/Instructional Technology Specialist with a Concentration in Media Production
(Major Code: 434*/13.0501: Concentration Code: 434F) [Dual listed CI 4960]*

MOTION from the Academic Policies Committee to approve as submitted.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Family and Consumer Science

- *FCS 917: Add a new prefix (NUT) and change the course prefix for the following current courses from FCS to NUT: FCS 5205, FCS 5210, FCS 5220, FCS 5250, FCS 5255; FCS 5552; FCS 5555*
- *FCS 918: Add NUT 5500: Independent Study; NUT 5530□5549: Selected Topics; NUT 5900: Internship; NUT 5989: Graduate Research; NUT 5999: Thesis*
- *FCS 937: Add the degree Master of Science in Nutrition.*
- *FCS 938: Add NUT 5001: Research Methods in Nutrition and Foods*
- *FCS 939: Change the title and description for NUT 5555; remove the prerequisites; and remove the dual listing with NUT 4555/ES 4555*
- *FCS 950: Add NUT 5901: Research Project*
- *FCS 952: Change NUT 5220 from Nutritional Assessment to Advanced Concepts in Nutrition and Assessment.*

MOTION from the Academic Policies Committee to approve with changes:

- 1) number change on the NUT research course proposal from 5001 to 5000 which is standard for research course numbers;
- 2) suggestion to reword the comprehensive; current wording implies the director is enrolled, not the student.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Clinical Health Psychology [Program Modification].

The Subcommittee did not make a recommendation on this proposal in order to further discuss the requirement for applicants to submit a background check and discuss reviewers of this information.

- 1) University Counsel suggested sending tentative admission letters with admission contingent upon submission of a criminal background check and screening.
- 2) Concern was expressed whether departmental faculty who have these students in class should have access to background screening information, i.e., whether there might be discrimination based on information obtained from the background check. There must be concise documentation and policies in place to ensure this does not come into question.

MOTION was made (Bazzini) with a second (Henson) to approve the proposal with the amendment to require criminal background checks for all admitted students.

VOTE: Motion unanimously approved. None opposed; no abstentions.

Physics & Astronomy

- **PHY 5845. Nanoscience and Technology [New Course]/(3).S.** *A survey of the current state of nanoscience and nanotechnology from both a theoretical and practical standpoint. Topics include but are not limited to nano-fabrication, tools (e.g. SEM, STEM, FIB, STM, AFM, etc.), nanomechanics, nanomaterials, Buckyballs and nanotubes, thin films, nano self-assembly, nanoscale heat transfer, thermoelectric devices, and nano-optics. Where applicable, content will be enhanced through direct experience with the available instrumentation. [Dual-listed with PHY 4845].*
- **PHY 5860. Physical Principles of Electron Microscopy [New Course]/(3).F.** *This course provides an overview of the fundamental principles of scanning electron microscopy, including all electron optical components (Electron sources and guns, electron lenses, deflectors, and stigmators), complete electron optical system physics. This is complemented with a thorough investigation of the electron beam-solid interaction physics and the resulting measurable signals. The image formation physics and a wide range of applications including qualitative and quantitative analysis techniques will be fully developed. This course is accompanied by a required lab course, PHY 5861. [Dual-listed with PHY 4860]*
- **PHY 5861 Physical Principles of Electron Microscopy Laboratory [New Course]/(1).F.** *This laboratory provides an introduction to the instrumentation and methods of scanning electron microscopy, including all electron optical components (Electron sources and guns, electron lenses, deflectors, and stigmators). Electron beam-solid interaction physics and the resulting measurable signals are investigated. The image formation physics and a wide range of applications including qualitative and quantitative analysis techniques will be fully developed. This laboratory is accompanied by a required lecture section. Co-requisite: PHY 5860. [Dual-listed with PHY 4861]*
- **Master of Science in Engineering Physics with a Professional science Master's Concentration in Nanoscience for Advanced Materials [New Program]** *Change program description for the Engineering Physics (113*/40.0801) Master's degree and corresponding catalog entry as follows. Note that the 113B concentration is the main MS program in Engineering Physics and the 113C is the Professional Science Master's concentration in Instrumentation and Automation.*
 1. "PHY 5510 Physics of Transducers (4)" will become, with appropriate concurrent approvals, "PHY 5740: Sensors and Transducers (4)." (PHYAST-F09-005) This change will simply be a line-item change to the current description for the 113B and 113C concentrations.
 2. "PHY 5635: Advanced Microprocessor Interfacing and Robotics (4)" will be removed from the list of required courses for 113C concentration only.
 3. "PHY 5730: Analog Electronics (3)" will be added to the list of required courses for the 113C concentration only.
 4. A course that is being concurrently proposed, starting in the Spring of 2011, will be added to the list of required courses: "PHY 5910: Professional Science Colloquium (1)." (PHYAST-F)09-006) It will be an addition to the list of required courses for the 113C concentration only.
 5. "PHY 5435: Laboratory Automation (4)" will be removed from the list of optional courses for the 113C concentration only.

6. *"PHY 5635: Advanced Microprocessor Interfacing and Robotics (4)" will be added to the list of optional courses for the 113C concentration only*

The Subcommittee did not make a recommendation on this proposal due to questions: 1) differences in dual-listed courses, 2) the status of the new concentration, 3) the need for a request to change credit hours of the internship, 4) change in number of a selected topics course, and 5) non-employees/faculty listed as instructor of record. Dr. Thaxton requested the new program be tabled until the February meeting of the Graduate Council. If the modified proposal is approved at the February meeting, the Graduate School and Arts and Sciences will request an implementation date of Fall 2010 at the March AP&P meeting.

MOTION: It was moved (Thaxton) and seconded (Cazier) that the PHY courses additions (PHY 5845, 5860, and 5861) be approved.

Discussion: The proposals did not list the differences in learning outcomes of dual-listed courses. Dr. Thaxton provided a description of the differences.

Note: On the Program of Study handout, Nanoscience and Technology was erroneously listed as PHY 5840 instead of PHY 5845 but titles were correct.

VOTE: Motion unanimously approved. None opposed; no abstentions.

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