

**Graduate Council
Appalachian State University
Minutes of the Meeting held March 20, 2006
(Approved April 24, 2006)**

Members Present: Charles Duke, Randy Edwards, Tracy Goodson-Espy, Bill Harbinson, Al Harris, Holly Hirst, Marie Hoepfl, Edelma Huntley, Bob Johnson, Mike Kernodle, William Pollard, Nancy Schneeloch-Bingham, Alan Utter, Jenny Ware, Ray Williams, Philip Witmer

Members Absent/Excused: Tim Burwell, Kelly Clark/Keefe, Mark Estepp, Richard Henson, Jeff Hirst, Robert Lyman, Nancy Mamlin, Jeff McBride, Frank Monterisi, Richard Parrott, Rahman Tashakkori

Guests: Bill Bauldry and Delbert Goff

1. The meeting was called to order. Welcome was extended to guests Delbert Goff and Bill Bauldry.
2. Update from the Office of Research and Sponsored Programs – Robert Johnson
 - A. The University Research Council will meet on Monday, March 27 to select Spring, 2006 URC grants. Faculty will receive notification within a few days of the meeting. Requests of \$200,000 are competing for \$70,000 in funding.
 - B. Council members received a list of grants and contracts awarded in February. There is a three-month slide in terms of submissions, but we are even with this point in time last year. There are smaller projects in dollars but significant to the life of the University. Many grants are in partnership with other universities. Jo Harris spends a significant amount of time with subcontracts. The University is 29 percent ahead in numbers of awards for the year, and Dr. Johnson is confident we will finish the year ahead. Awards are broken down by college and department.
 - C. Pollyanne Frantz continues to work with teams and faculty, and Jo Harris reviews proposals for submission.
3. It was moved (Hoepfl) and seconded (Witmer) that the minutes of the February 20 meeting be approved. Motion carried with no opposition.
4. Update from Graduate Studies – Holly Hirst
 - A. Admissions information sessions were held for faculty, staff, and program directors. Approximately 30 attended. Handouts distributed are available to Council members upon request and are available on the Web.

- B. Thesis/dissertation information sessions will be held this week to discuss process, advising, and preparation. Research projects are different and not discussed in these sessions. The Graduate School is reviewing the deadline to receive theses and dissertations in a timely manner prior to graduation and also reviewing software for electronic submission.

- C. Data on Graduate Student Admissions, Enrollment, and Graduation. Visit Web site <http://www.graduate.appstate.edu/gradstudies/facultystaff/> for graduate facts. Login: Director. Password: (distributed by Holly Hirst). This site will allow departments and colleges to retrieve information in a timely manner.

Dr. Hirst plans to list data by department. Contact Dr. Hirst to request specific data. Due to confidentiality, some information will only be available to the respective programs and will continue to be transmitted via email. Dr. Hirst noted that summer data is included with fall data.

A request was made to have data related to assistantships are available. Dr. Hirst is compiling this data to report numbers awarded and funding sources.

5. Update from Graduate Studies – Edelma Huntley

- A. Prospective Student Portal. Dr. Hirst sends a letter to prospective students informing them that all the graduate information for newly admitted students is located at the following site:

<http://www.graduate.appstate.edu/gradstudies/current/newadmit.html>

- B. Graduate Studies and Research Web Page – under major revision
C. The line of reporting for The Energy Center changed from Appalachian Regional Development Institute (ARDI) to the Office of Graduate Studies and Research.
D. Student orientation will now include a component on Responsible Conduct of Research to introduce students to research ethics.

6. New Business

A. Proposals from the Department of Political Science and Criminal Justice

- PS/CJ #1. Add PS 5271. Grants Strategies and Preparation/(3).F.Alternate years to MPA Program offerings to support the concurrent not-for-profit management concentration proposal (279F).
Current: None
Proposed: Overview of the grants arena in the U.S., with emphasis on the techniques of proposal preparation. Topics include the history of the grants system, types of grants, sources of grant funding, application process, and contract administration. Practical exercises in identifying funding opportunities, preparing elements of a grant application, and scoring completed proposals are incorporated.
- PS/CJ #2. Add Emergency Management Concentration (279E) to the Master of Public Administration program.

- PS/CJ #3. Add Not-for-Profit concentration (279F) to the Master of Public Administration program.

The proposals were tabled due to the absence of departmental representation. The proposals do not reflect approval by the College of Arts and Sciences Council.

B. Proposals from the Department of Mathematical Sciences

- MAT-06. Add MAT 5971. Number Systems and Algebra for Middle Grades Teachers.(3).On Demand.
Current: None
Proposed: Designed primarily for teachers of mathematics at Grades 6-8, this course is a deep and connected study of number and operations of algebra, including rational numbers, proportional reasoning, and linear relations. Emphasis will be on rich tasks using representational tools and models to explore mathematical relationships. Problem solving, reasoning and proof, and mathematical communication will also be emphasized. Does not count for Master of Arts in Mathematics. Prerequisite: Enrollment in the Master of Arts in the Middle Grades Education program, or permission of instruction.
- MAT-07. Add MAT 5972. Geometry and Measurement for Middle Grades Teachers.(3).On Demand.
Current: None
Proposed: Designed primarily for teachers of mathematics at Grades 6-8, this course is a deep and connected study of geometry and measurement, including the van Hiele model of geometric learning; shape, size, and symmetry; perimeter, area, surface area, and volume; classical and transformational geometry; the golden ratio, tessellations, and spherical geometry. Emphasis will be on rich tasks using representational tools and models to explore mathematical relationships. Problem solving, reasoning and proof, and mathematical communication will also be emphasized. Prerequisite: Enrollment in the Master of Arts in the Middle Grades Education program, or permission of instruction.
- MAT-08. Add MAT 5973. Data Analysis and probability for Middle Grades Teachers.(3).On Demand.
Current: None
Proposed: Designed primarily for teachers of mathematics at Grades 6-8, this course is a deep and connected study of data analysis and probability, including data collection, organization, and display; measures of spread and center; inferences and predictions based on data; and basic concepts of probability. Emphasis will be on rich tasks using representational tools and models to explore mathematical relationships. Problem solving, reasoning and proof, and mathematical communication will also be emphasized. Prerequisite: Enrollment in the Master of Arts in the Middle Grades Education program, or permission of instruction.

- 1) Dr. Bauldry noted that the proposed catalog descriptions for MAT 5971, 5972, and 5973 should have stated that the courses are for students in the Middle Grades Master's program or permission of instructor.
- 2) **Motion:** It was moved (Utter) and seconded (Goodson-Espy) that the proposals be approved.
- 3) Mathematical Sciences is trying to make courses available for this group of students because their backgrounds are more general. There was a three-year grant to develop courses, and these are the result of those efforts. Nine other UNC institutions will also submit these courses for approval. Note: Other academic areas are encouraged to also develop courses for middle grades master's students.
- 4) **Vote:** Question was called. Motion carried with no opposition.

C. Proposals from the College of Business

- FIN 1.0506. Delete the 5000-level version of all dual-listed courses in the Department of Finance, Banking and Insurance:

Current: Delete FIN 5570. Risk Management/(3).On Demand.

Study of risk recognition, risk control, and risk financing techniques used to achieve basic organizational goals such as profit maximization, earnings stability, and growth. Case studies are used to provide insight into the risk management process. Prerequisite: FIN 371. [Dual-listed with FIN 4570.]

Proposed: None.

Current: FIN 5580. Financial Planning/(3).On Demand.

This course provides a comprehensive examination of the financial planning process that is necessary to reach individuals' goals relating to retirement planning, college planning and estate planning. Students will be given an opportunity to explore how insurance products and investments are utilized to meet long-term goals. Prerequisites: FIN 3780 and FIN 3880. [Dual-listed with FIN 4580.]

Proposed: None.

Current: FIN 5610. Commercial Bank Management/(3).On Demand.

A study of the management decisions needed in order to successfully operate a commercial bank as a part of the financial services industry. The competitive structure of the industry and problems of banks and other financial institutions are considered. Emphasis is given to asset/liability management. Prerequisites: FIN 3690 and either FIN 3790 or ECO 3070. [Dual-listed with FIN 4610.]

Proposed: None.

Current: FIN 5620. Investment Management I/(3).On Demand.

An introduction to security analysis and investment management. Topics covered include using investment information resources, evaluation of overall

economic and market conditions, and stock selection and evaluation methods. Particular emphasis is placed on the practical application of stock valuation techniques and other security analysis tools. Detailed stock analysis projects are completed and presented. Students receive hands-on investment experience through the management of the Elbert V. Bowden Student-Managed Investment Fund. Students taking this course MUST also take FIN 5622 (Investment Management II) and will not receive a grade in this course until FIN 5622 is completed. Prerequisite: permission of the instructor. Corequisites: FIN 3690 and FIN 3890. [Dual-listed with FIN 4620.]
Proposed: None.

Current: FIN 5622. Investment Management II/(3).On Demand.
A continuation of the study of security analysis and investment management. More advanced topics and techniques are covered, including portfolio theory, asset allocation, market efficiency, and portfolio risk/return measurement and evaluation. Additional stock analysis projects are completed and presented. An annual report for the Elbert V. Bowden Student-Managed Investment Fund must be prepared and presented. Students receive hands-on investment experience through the management of the Student-Managed Investment Fund. Prerequisite: FIN 5620. [Dual-listed with FIN 4622.]
Proposed: None.

Current: FIN 5660. Financial Decision Making and Statement Analysis/(3). On Demand.
A corporate finance course that focuses on applied financial analysis and financial decision making. Emphasis is placed on financial statement analysis and forecasting. Course coverage also includes analysis of risk and return and working capital management. Computer applications are required. Students are required to make presentations to the class. Prerequisite: FIN 3690. Corequisite: FIN 3890. [Dual-listed with FIN 4660.]
Proposed: None.

Current: FIN 5750. International Business Finance/(3).On Demand.
A study of international markets and the financial operations that take place in those markets. The financial aspects and operations of multinational corporations are highlighted. Key topics covered include exchange rate behavior and risk management, financing of international trade and operations, and international capital budgeting. Prerequisite: FIN 3680. [Dual-listed with FIN 4750.]
Proposed: None.

Current: LAW 5910. Health Law/(3).S.
This course is designed to provide students with a background in law as applied to health care organizations and health professionals. Particular emphasis is placed on the basis of liability of public and private hospitals, other health care service organizations, and health care personnel. Other topics

include contracts, torts, duties, and administrative agency regulations unique to health care services organizations. Prerequisite: HCM 3110 or permission of the instructor. (Same as HCM 5910.) [Dual-listed with LAW 4910.]
Proposed: None.

- FIN 2.0506. Delete the Graduate Certificate in Finance.
Due to the elimination of the 5000-level dual-listed FIN courses it is no longer possible to offer the courses necessary to support the Graduate Certificate in Finance. Furthermore, due to low enrollment in the program, it is not feasible to offer the graduate-level courses needed to support the program.
- 1) Dr. Goff noted that the department is eliminating the Graduate Certificate in Finance due to lack of response. In addition, the MBA program as restructured does not allow for electives. The 5000 level courses are being eliminated due to lack of demand.
 - 2) **Motion:** It was moved (Harris) and seconded (Hoepfl) that the Graduate Certificate in Finance and the dual-listing of the 5000-level courses be deleted.
 - 3) Selected topics will be offered until students involved are through the pipeline.
 - 4) **Vote:** Motion carried with no opposition.
7. Dr. Utter noted that the Office of Student Research is accepting applications for the on-campus 9th Annual Research Day to be held April 20. Deadline for submission of abstracts is April 3. There were 160 student presentations last year.
 8. It was moved (Utter) that the meeting be adjourned.