

**APPALACHIAN STATE UNIVERSITY**  
**GRADUATE COUNCIL**  
**Minutes of the Meeting Held March 17, 2008**  
Approved April 21, 2008

**PRESENT:** William Brewer, Cathy Clark (for Keith Davis), Chuck Dumke, Tom Fisher, Pollyanne Frantz, Sammie Garner, Dave Haney, Bill Harbinson, Dru Henson, Marie Hoepfl, Edelma Huntley, Alecia Jackson, Bob Johnson, Nina-Jo Moore (for Glenda Treadaway), Nancy Schneeloch-Bingham, Neva Specht, Andrew Smith, Jenny Ware, Ray Williams

**Absent/Excused:** Charles Duke, Randy Edwards, Pollyanne Frantz, Holly Hirst, Nancy Mamlin, Lynn Stallworth, James Westerman, Phil Witmer

**Guest:** Brian Ellison, Paul Fox, Bob Hill, Denise Martz-Ludwig

1. Dr. Huntley called the meeting to order.
2. It was moved (Specht), seconded (Fisher), and unanimously accepted that the minutes of the February 18 meeting be approved.
3. Reports/Announcements from Graduate Studies will be given at the April meeting.
4. Reports/Announcements from the Proposal Development Team - Pollyanne Frantz (given by Dr. Huntley)
  - Dr. Frantz was excused from Graduate Council because she was escorting Dr. Steve Leath, Vice President for Research at UNC General Administration, and Lynne Safrit, Director of the Kannapolis Research Center to research sites around campus.
  - The report of research development activity can be found at:  
<http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/mar08/RDO%20February%20Report.pdf>
  - “Writing Excellent Proposals” – workshop scheduled for April 4, 20 registrants. Individual faculty consultations are scheduled for April 3.
  - “Writing NEH Proposals” – workshop tentatively scheduled May 19. Participants will be given a stipend by 1) identifying an RFP for submission prior to the workshop; 2) attending the workshop, and 3) submitting a rough proposal draft by the first week in June. The workshop is open to personnel from ETSU, Western, and Asheville, without the stipend option. Additional details to follow.
5. Reports/Announcements from Research and Sponsored Programs
  - Dr. Huntley gave the update for Dr. Johnson who was meeting with the University Research Council.

- Awards are up \$11M from February of 2007, plus another \$300,000 is not yet recorded. Faculty are submitting larger awards and getting funded. The goal for the year is \$15M, with a future strategic plan goal of \$18M. Appalachian is 14<sup>th</sup> in the UNC System.
- The research education series will begin again in 08-09 to assist faculty with grantwriting. Last year, 20 faculty received almost \$1M in awards.

6. Graduate Faculty Membership (discussion continued from previous meeting)

- The document addresses timing of application for Graduate Faculty membership. The Faculty Development Subcommittee suggests that Graduate Faculty Membership application align with approval for reappointment, tenure, and post tenure review. Following discussion from the previous meeting, wording was revised to reflect that full-time administrators returning to faculty positions will not be reviewed until the respective post-tenure review (5 years to transition).
- The Faculty Handbook will reflect these changes to Graduate Faculty membership when finalized.
- The Subcommittee proposes that minimum criteria be established with the addition of specific departmental criteria.
- Council members discussed whether or not to retain tiers (Affiliate, Associate, Full) or Affiliate and Full. Criteria will determine whether tiers are needed, however, there was consensus that “Associate” be removed.
- Graduate Faculty membership allows faculty to teach graduate-level courses, serve on theses/dissertations committees, and be actively involved in graduate education.
- It was suggested that baseline criteria be determined prior to finalizing discussion on the application process.
- After criteria are established, this document will be reviewed to reflect the appropriate application timelines.

The recommendation from the Subcommittee is to approve this document with changes – removal of “Associate” membership and having only “Full” membership.

**MOTION:** It was moved (Hoepfl) and seconded (Fisher) that this document be tabled until criteria is established and reviewed with this timing proposal.

**VOTE:** Motion carried. One abstention (Brewer).

7. Subcommittee on Student Affairs – Sammie Garner

- A. The Subcommittee met to select Chancellor’s Fellowship recipients. Twenty students were ranked for ten fellowships. The top-ranking also receives the Lovill Fellowship.
- B. The Subcommittee will meet again to select the Outstanding Graduate Teaching Assistant.

8. Academic Policies

### **Political Science/Criminal Justice Proposal**

*PS/CJ-4. Change the graduate bulletin to reflect the renaming of the current “Department of Political Science/Criminal Justice” to “Department of Government and Justice Studies”*

**MOTION:** Approve PS/CJ-4 (change the department name) as presented

**VOTE:** Motion carried. No opposition; no abstentions.

### **College of Arts and Sciences Proposal**

*CAS-6. Delete the Master of Arts in Social Science, Education (Major Code 282\*/13.1317).*

**MOTION:** Approve CAS-6 (delete the MASS program) as presented.

**VOTE:** Motion carried. No opposition; no abstentions.

### **Graduate School Proposal 2**

*Clarify the process for thesis in the bulletin:*

*The student must (1) be admitted to candidacy, (2) have presented a prospectus to the thesis committee and received approval of the proposed topic, and (3) received any necessary IRB or IACUC approval to work with human or animal subjects, **before** being permitted to register for thesis credit. All thesis hours will be automatically added to a student’s program of study, and may result in more than the minimum hours needed for the degree. Thesis hours will be graded as IP until the thesis has been granted final approval.*

*The thesis defense must be completed at least 10 calendar days before the last regular class day, and the final draft of the thesis must be submitted to the graduate school no later than 7 calendar days prior to the last regular class day. The Graduate School will review the thesis for style and format, and return the manuscript to the student within 15 business days of submission. Students may be required to make modifications and resubmit for additional review prior to signature by the Dean of Research and Graduate Studies. Once the Dean has signed the thesis, the thesis requirement is met, and the grade in the thesis hours will be changed to S by the Registrar’s Office. This entire approval process must be completed by the day before the next academic term begins or the student will not be eligible to graduate until the next term. For detailed information on the thesis process, the student should refer to the Thesis Handbook, available from the Graduate School.*

Thesis Grading Option (1): Students who are judged by the thesis committee chair to be making satisfactory progress in the term of enrollment will be assigned a grade of SP for that term. Students who are not progressing satisfactorily will be assigned a grade of UP. If a grade of UP is assigned, the thesis committee must determine if the student should be allowed to enroll in further thesis hours, and report its decision to the Graduate School. Before being allowed to continue graduate study, students who are not approved to enroll in further thesis hours must request and be

approved for a change of program out of the thesis option. Thesis hours may not count in the resulting revised program of study, and the thesis grades will remain SP/UP on the transcript.

Thesis Grading Option (2): Students who are judged by the thesis committee chair to be making satisfactory progress in the term of enrollment will be assigned a grade of IP for that term. Students who are not progressing satisfactorily will be assigned a grade of U. If a grade of U is assigned, the student may not continue in the thesis option. Before being allowed to continue graduate study, students with a grade of U in thesis must request and be approved for a change of program out of the thesis option. Thesis hours may not count in the resulting revised program of study, and all thesis grades will be changed to WU upon graduation.

**MOTION:** The Subcommittee recommends Option 1.

**VOTE:** Motion carried unanimously. No opposition; no abstentions.

### **Graduate School Proposal 3**

*Change requirement on graduate independent study.*

- 1) *Remove from policy the statement that students must be admitted to candidate before they are allowed to register for an independent study course*
- 2) *Policy states that "No more than six semester hours of independent study may be applied toward a graduate degree, and no more than twenty-five percent of the student's degree program may be taken in a combination of selected topics and independent studies."*

**MOTION:** The Subcommittee recommends approval, retaining the "6 hours of independent study" language, with the understanding that (as with all such policies) the Dean of Research and Graduate Studies has the authority to allow exceptions in exceptional circumstances.

**VOTE:** Motion carried. No opposition; no abstentions.

### **Psychology Curriculum Proposal**

*Request for Authorization to Plan a New Doctoral Program: Add a Ph.D. in Clinical Psychology with a rural focus.*

**MOTION:** It was moved (Brewer) and seconded (Fisher) that the proposal be approved.

Discussion:

- Appalachian is ideally situated for a rural clinical psychology program.
- Faculty are well published and can support dissertations. Courses will be taught by existing university faculty, and the department is actively recruiting a distinguished professor/endowed chair in rural clinical psychology.

- Students receive their master's while taking coursework toward the Ph.D. The program will add an additional two years plus the internship.
- The Ph.D. is desired vs. the PsyD which is practitioner-oriented.
- Research space can be found in Smith Wright as well as in IHHS.
- Academic Affairs will commit resources for assistantships.
- Students will teach undergraduate courses.
- Anticipated enrollment: 6-7 per year with a potential of 24-30 in the program.

There was no action due to loss of a quorum. Discussion will continue at the April meeting.

9. Meeting adjourned.