

**GRADUATE COUNCIL
MINUTES
March 17, 2014
(Approved April 21, 2014)**

Present: John Abbott, Mark Bradbury, Joseph Cazier, Scott Collier, Patty Dale, Keith Davis, Lisa Freeman (for Mary Englebert), Pollyanne Frantz, Dru Henson, Holly Hirst (for Katrina Palmer), Marie Hoepfl, Edelma Huntley, Sandra Krause, Dwayne McSwain, Vachel Miller, William Peltó, Martin Root, Robert Sanders, Jennifer Snodgrass, Peg Werts

Excused: Louis Gallien, Alex Johnson, Glenda Treadaway, Mary Valante

Absent: Susan Davies, Ray Easterlin, Randy Edwards, Randy Gonzalez, Fred Whitt

Guest: Katherine Ledford

1. Dr. Huntley called the meeting to order.
2. **MOTION 1:** It was moved (Bradbury) and seconded (Root) that the minutes of the February 17, 2014 meeting be approved.
VOTE 1: Motion carried. None opposed. No abstentions.
3. **Dean's Report**
 - A. May 21 – 4th annual Graduate Education Day at the Capitol. 2-3 students will be selected to present a very practical application of research to Legislators.
 - B. April 10 – Student Research Day with 3 Minute Research (3MR) and poster competitions. Alex Kirk, the winner of the Fall 3MR won People's Choice at the Conference of Southern Graduate Schools in San Antonio, TX in February.
 - C. The Deans are invited to Chapel Hill for the announcement of the next Chancellor on March 19 at 10:30 a.m.
 - D. The University continues to monitor the trajectory of graduate enrollment. There are currently 2,786 applications to graduate programs as we move toward the July 1 deadline. Total graduate applications last year were 3,590. 54% of applications are in 8 programs: Accounting, MBA, Clinical Mental Health, College Student Development, I/O Psychology, Psychology, Social Work, and Communication Sciences and Disorders. CSD has 608 applications for 30 openings. Seven programs have 15 or fewer applications, with 5 programs having 15-25 applications. Certificate applications range from zero to single digits. Mark Bradbury is chairing a faculty working group that will review certificates and graduate minors and propose new certificates and minors as well as revise existing policy about both.
 - E. **Recruitment** (Sandy Krause)

- Thanks to graduate programs for making First Fridays a success: 150 prospective students from 11 states, interested in 27 programs.
- March 21: 8-10 visiting students from UNC-G as part of the TRIO program. Most are juniors. All graduate programs are invited to attend or send a graduate student representative. (TRIO: first-generation students from modest-income families that may take advantage of support services that includes individual tutoring, academic skills instruction, writing instruction, counseling, graduate and professional school guidance and financial literacy counseling.)
- March 26-27: recruitment tables in the Student Union

F. National Graduate Student Appreciation Week

- April 7: Graduate School Open House
- April 8: GRE workshop with Michelle Hampton from the GRE
- April 9: hosting ACCESS and SSS students
- April 10: Student Research Day with student research posters and 3MR competitions. Graduate Student Awards Reception at 5:00 p.m. in the Solarium.
- April 11: Admitted Graduate Students Day. Council members should inform Sandy Krause if they or a graduate student wish to participate.

Note: Academic Affairs states that assistantship funding will remain the same for 2014-15. NC Tuition Scholarships will be the same as 2013-14. Program directors are encouraged to make early offers to strong, admitted students!

4. Lightning Rounds - What is new in the programs?

- New initiative from MBA– Mountain Mania – students partnering with the economic development council and non-profits to create a regional online mall featuring local handwork and products.
- Appalachian Studies has 4 international visitors coming to campus the week of March 24. Three are from the Ukraine; 1 from Spain. The visit will include discussions about comparative analyses of the Carpathian Mountains (Central/Eastern Europe) and the Andalucian Mountains (Spain).

5. New Business

A. Curriculum Proposals: Department of Mathematics

- *MAT_2013_14. Delete STT 5860 (Probability Models and Statistical Inference I) and STT 5865 (Statistical Inference II)*
- *MAT_2013_15. Change the course description for STT 5811 (Statistical Concepts and Applications I) and remove the dual-listing with STT 4811*
- *MAT_2013_16. Change the course description for STT 5812 (Statistical Concepts and Applications II with Probability Modeling) and remove the dual-listing with STT 4812*
- *MAT_2013_17. Change the Program of Study for the Master of Arts in Mathematics with a concentration in College Teaching (degree code 264B)*

MOTION 2: The Curriculum Committee moves to approve the proposals from Mathematical Sciences (CAS_MAT_2013_14, 15, 16, 17) effective Fall 2015, specifically:

- * delete two STT courses (5860 and 5865) from the graduate bulletin;
- * revise 2 STT course descriptions (5811 and 5812 - update description and prerequisites, remove dual-listing);
- * revise the MA in mathematics POS to replace the deleted STT courses with the revised STT courses.

Notes:

- 1) Syllabi for 5811 and 5812 do not include the complete course titles; the titles on the proposal forms are correct.
- 2) Faculty need to be reminded that there are no grades at the D-level for graduate courses.

VOTE 2: Motion carried. None opposed. No abstentions.

B. Health Sciences: For Information Only. Four graduate-level course proposals from Exercise Science were presented to AP&P with changes in UG prerequisites. 4600, 4635, 4645, 4660. The prerequisites do not apply to the graduate level courses, but the courses are dual-listed. (The Graduate Council agreed several years ago for the course descriptions in Exercise Science to be different – not listing the UG prerequisites on the graduate level courses. Advisors inform incoming graduate students of the background knowledge expected.)

C. Thesis and Dissertation Issues. A faculty working group is being formed to draft policies on duties of thesis/dissertation chairs, and quality standards for submitted theses and dissertations. Council members are asked to refer to the February handout of editing costs.

D. Program Review Committee

- Posted to the Graduate Council ASU Learn site are 2013 Prioritization reports, assessment/reflection reports, and TracDat summary reports.
- With program prioritization complete, the Graduate Council resumes its process of program review every other year with an option for a chair or dean to request a full review if concerns are identified about a specific program.
- To simplify program review
 - Align process with professional accreditations, if applicable, to minimize reporting
 - Collect updates annually with more detailed data required if program issues are identified

Note: UNC-GA is working on a system-wide student exit survey (using surveys from Appalachian and from UNCCH as drafts)

- Few programs track their graduates, but where graduates are employed can be selling points for a program. Suggestion: the Graduate School should schedule a workshop for graduate program directors and the Alumni Office to discuss tracking.

- Note: Programs should communicate with the University Academic Assessment Committee so program review efforts are not duplicated.

E. Accelerated Admissions from Baccalaureate to Master's (4+1). Dr. Sanders issued a call to graduate programs to participate. Pilot programs will be reviewed with suggestions for improvement. Upcoming changes: 1) nomination will be accepted twice a year on the last Friday in October and at the end of March; 2) nomination forms will replace email; 3) the Graduate School will require a signed contract to identify courses accepted by both the undergraduate degree and the graduate degree for double-counting; and 4) the website has been updated. The sequence: nomination of prospective student, application to Graduate School, student transition into a graduate program.

To advertise the accelerated admissions program, the Graduate School table will be located beside the Honors table at the next Open House. Another advertising strategy would be information sessions with target audiences RE: expanding opportunities through graduate programs.

F. MBA partner degrees with international institutions (China and Turkey). Dr. Cazier asked whether the GRE or GMAT requirement could be waived for the international students enrolled in the MBA under this agreement. Students complete one year of graduate study at the home institution, enroll at Appalachian for a year to complete the MBA, then return to the home institution to complete the second degree.

MOTION 3: It was moved (Hirst) and seconded (Sanders) that the Graduate School waive the GRE requirement for students attending Appalachian through the specific Memos of Understanding.

VOTE 3: Motion carried. None opposed. No abstentions.

6. Announcements

- Grants Resources and Services conducted the GRAM workshop on proposal writing (11 attendees). See report from Grants Resources and Services (Attachment I).
- 2014-15 GRAM proposals are under review. There are 24 applications for 10 openings.

7. Motion to adjourn (Hirst).

Grants Resources & Services

APPALACHIAN STATE UNIVERSITY

Graduate Council / March 2014 Report from Dr. Pollyanne Frantz, GRS Director

Initiatives:

- REACH NC expertise database: Frantz and Amy Love continue to work with campus contacts and the UNC General Administration to test tools and processes for developing robust faculty profiles in the expertise database
- Appalachian Women Scientists (AWS): Pollyanne Frantz and Amy Love now are serving as principal investigator and co-principal investigator, respectively, for the second year of the Elsevier Foundation grant
- Frantz and Love have absorbed the pre-award program management workload for the University Research Council grants program
- Internal grant program processing: Board of Trustees International Research Grant program 2014 applications.

Upcoming events:

- Developing Competitive NSF Proposals with Dr. Rahman Tashakkori, Lowe's Company Inc. Distinguished Professor of Computer Science (Part 2: March 24)
- Appalachian Women Scientists: Developing a New Research Agenda (April 25).