

**APPALACHIAN STATE UNIVERSITY**  
**GRADUATE COUNCIL**  
**Minutes of the Meeting Held November 26, 2007**  
(Unapproved)

**Present:** William Brewer, Keith Davis, Chuck Dumke, Tom Fisher, Pollyanne Frantz, Sammie Garner, Dave Haney, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Alecia Jackson, Bob Johnson, Nancy Mamlin, Nancy Schneeloch-Bingham, Neva Specht, Lynn Stallworth, Glenda Treadaway, Jenny Ware, Ray Williams, Phil Witmer

**Absent/Excused:** Charles Duke, Randy Edwards, Bill Harbinson, Andrew Smith, James Westerman

**Guests:** Cathy Clark, Heather Clark, Brian Ellison, Paul Gaskill, Leon Ginsberg, Martha McCaughey, Wayne Williams

1. Dr. Huntley welcomed everyone and introduced guests.
2. It was moved (Hoepfl) and seconded (Fisher) that the minutes of the October 15 meeting be approved as presented. Motion carried. None opposed; no abstentions.
3. Announcements – Edelma Huntley
  - A. General Administration and the General Assembly approved additional funding for out-of-state tuition scholarships. Appalachian is 14th in the system in FTE external funding, and received two additional out-of-state tuition scholarships specifically designated for the STEM disciplines. (Note: Exercise Science doesn't count as STEM because the CIP code is PE.) Chapel Hill received 45; NC State 47; Wilmington more than ASU.
  - B. Dr. Huntley attended the national Professional Science Meeting. PSMs are included in the NSF budget for funding in the development of new programs and mentioned in the Americas Competes Act as deserving of funding. RFPs will be forthcoming for this funding.
4. Announcements – Bob Johnson
  - A. Research and Graduate Studies advertised three competitive grants for research development: \$20,000 or up to \$30,000 with students involved. Twelve submissions were received. The reviewers will be chosen from the respective fields.
  - B. The University Research Council met to view submission for URC competitive research grants up to \$5,000. The committee received 15 applications and funded 11. Recipients will be posted on the web page.
  - C. Proposal submission and grant awards data are on the web. Submissions are up 21% or \$1M; awards are up 32% or \$1.8M. The number of grants submitted increased substantially. UNC-General Administration now looks at the amount of external funding per FTE. Appalachian is well behind other campuses and, although progressing, needs to increase the number of faculty actively engaged in sponsored programs. (Note:

Appalachian's closest competitor is UNC-Wilmington which brings in \$5M more and has fewer faculty. Visit the web page for a list of award recipients.

5. Announcements – Holly Hirst

- A. Enrollment data for Fall 2007: The Banner data was in need of editing, which has been completed. The Graduate School will start working on the data next week.
- B. Recent server issues: Any data entered directly into the AdmissionPros and Banner systems on Tuesday, November 13, was lost. Most of this has been reentered. The Graduate School is working on contacting applicants who logged in that day; there is a list of who but not specifically what was changed.
- C. Graduation checkout and diploma mailing is on track using Banner for the first time this fall. As this is the first time we will complete the task this way, problems are inevitable. Please have people contact the Graduate School if you hear of any issues.
- D. Recruiting: Holly Hirst, assisted by Bob Johnson and Anna Basnight, met 422 prospective students at 13 different fairs. Each received an email and a postcard (about 2 weeks later). This information was sent to program directors for follow-up.
- E. Program planning and reporting: Several calls were received related to planning and reporting for graduate programs. There is confusion because of the procedures instigated for undergraduate student learning outcomes assessment through IRAP. Holly Hirst met with Pete Wachs to get clarification on the process, and she will be preparing a document for the deans to look at that gives a more unified explanation of the timelines and requirements.
- F. Commencement – Graduate School was asked to supply a graduate student speaker for each commencement this fall. Communication Disorders major Faye Corregan-Flippin will speak at the Arts and Sciences/Education morning ceremony. FCS Child Development major Teressa Cameron will speak at the Business, Fine and Applied Arts, and Music afternoon ceremony.

6. Announcements – Pollyanne Frantz

- A. David Dickinson and Pollyanne Frantz conducted a proposal writing workshop for the Accounting faculty; they were very receptive. The Research Development Officers are working with faculty to try and generate activity and collaborate on projects.
- B. Today a workshop on locating and evaluating funding was conducted. On November 27 there will be a humanities workshop. Faculty are encouraged to attend.

7. Academic Policies Committee

**Biology Curriculum Proposal**

- *BIO-6. To change the name of the graduate course Biometrics (BIO5777) to Biostatistics and also to update the course description.*

**MOTION:** Approve BIO-6 as presented.

**VOTE:** Motion carried. None opposed; no abstentions.

## **Language, Reading and Exceptionalities Curriculum Proposals**

- *LRE-1. Change name of Major Code 489A/51.0201[T] Master of Arts in Communication Disorders (Leads to NCDPI Licensure) to Master of Arts in Speech-Language Pathology.*
- *LRE-2. Delete major code 493A*
- *LRE-3. Change the M.A. in Speech-Language Pathology (major code 489A) 51.0201 [T] graduate admissions criteria: (1) use cumulative undergraduate GPA rather than the last 60 hours GPA, (2) require only the GRE rather than accepting both the GRE and the MAT, and (3) require a one-page letter of intent rather than listing it as optional.*

**MOTION:** Approve LRE 1 through LRE 3 with the following changes: (1) The new name will be given a new major code upon final approval; (2) The bulletin/program of study will be changed as indicated on the attached sheets.

Discussion:

1. The major code will change but not the CIP code.
2. The name change will have to go to General Administration, but numbering is done internally.

**VOTE:** Motion carried. None opposed; no abstentions.

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

- *PS/CJ-2. Delete all references to the Justice Studies concentration from the Master of Arts Program*

**MOTION:** Approve PS/CJ#2 with the following change: On page 5 (bulletin page 274), change “three concentrations” to “two concentrations” and remove the reference to Justice Studies.

**VOTE:** Motion carried. None opposed; no abstentions.

## **Sociology/Social Work Curriculum Proposal**

- *SW-1. The Social Work Program proposes the addition of Independent Study (SW 5500) and Special Topics courses (SW 5530-5549) to the Master of Social Work graduate program of study. It is requested that these courses be available beginning Summer I 2008.*

**MOTION:** Approve SW-1 with an effective date of Summer 1 2008 for SW 5500 and an effective date of Fall 2008 for SW 5530-5549.

Discussion:

1. The independent study courses will be effective Summer I 2008 for Social Work study abroad students, but special topics will be effective Fall 2008.

2. It was noted the name should be “selected” topics and not “special” topics. This was not previously caught but will be changed.

**VOTE:** Motion carried. None opposed; no abstentions.

### **Women’s Studies Curriculum Proposals**

- WS-1. Add W S 5500 Independent Study to the Graduate Catalog.
- WS-2. Add W S 5530-5549 Selected Topics to the Graduate Catalog.
- WS-3. Add W S 5650 Feminist Theories to the Graduate Catalog.
- WS-4. Add W S 5600 Feminist Perspectives on Pedagogy and Academe to the Graduate Catalog.
- WS-5. Add W S 5900 Internship to the Graduate Catalog.
- WS-6. Change description of the Graduate Certificate in Women's Studies in the Graduate Catalog.

**MOTION:** Approve WS-1 through WS-6, with the following change: On WS-3 and WS-4: Change these to include dropping the equivalent IDS courses (i.e., this is a change in prefix only).

Rationale: These graduate courses are listed and taught as IDS courses. Structural changes, including the establishment of an independent Women’s Studies Program, requires a WS course prefix.

**VOTE:** Motion carried. None opposed; no abstentions.

### **Human Development and Psychological Counseling Curriculum Proposal**

- *HPC 1. Add a new concentration, College Outdoor Administration to the Master of Arts in College Student Development.*

### **Health, Leisure and Exercise Science Curriculum Proposal**

- *HLE468-FAA-2007-62. Add to the graduate catalog RM 5561 Field Laboratory in Outdoor Adventure/Programming (3). SS.*

NOTE: HPC 1 and HLE468-FAA-2007-62 are two proposals linked. One is a new concentration in the College Student Development major; the other is a new required course in that concentration. The Academic Policies Committee opted not to make a motion because of concern that a new required course is proposed with a non-tenure-track instructor listed as eligible to teach the course.

**MOTION:** It was moved (Chuck Dumke) and seconded (Bill Brewer) that the HPC and HLES proposals be accepted as a package.

Discussion:

1. The expertise of Jerry Cantwell (non-tenure track) is exceptional and unusual. He is on a multi-year contract: 3-year, 4-year, then 5-year. Also, there are faculty within the department who can serve as backup.
2. SACS requires 18 hours of competencies in lieu of a terminal degree which Mr. Cantwell meets with an MA in Counseling and appropriate certifications. Graduate Faculty status could be approved based on written justification.

**VOTE:** HPC 1 & HLE 468-FAA-2007-62. Motion carried. None opposed; no abstentions.

8. Faculty Development Committee – Bill Brewer

The committee will distribute to Graduate Council its recommendations concerning appointment and reappointment to the Graduate Faculty. This will be sent by email for discussion at the January meeting.

9. Student Affairs Committee – Sammie Garner

The committee met and selected research award recipients:

Donor: Michael Denslow (BIO)

Lawrence: Josiah Zayner (BIO)

Zigli: Lynsey Capone (SSW)

Each award is \$500. Denslow proposes taking a multivariate statistics course focusing on ecological data which will enhance his research skills. Zayner proposes buying supplies for biofilm research. Capone will support her research related to the design of environments for Alzheimer's units.

The committee is working to develop a more focused form for this application process. Feedback is requested and appreciated. Submit to Sammie Garner.

The Graduate School will meet with Drs. Domer and Zigli and discuss with these donors a distinction between the awards. There is much overlap between the criteria.

10. Other

- A. In January, Council members will review policies related to double majors/double degrees. Under discussion will be how courses are counted toward each degree – what overlap is allowed. For admission purposes, students apply and pay an admission fee for each department. It was suggested that parallel discussion take place regarding undergraduate policies.
- B. Another topic of discussion is invisible dual-listed courses (taught same time/same location) as well as courses taken for both undergraduate and graduate credit. There is educational value in mixing students, but guidelines need to be set. This will help to monitor policy: 12 semester hours of dual-listed courses may be included in a Program

of Study for a 36 hour program; 9 hours for a 30 hour program. This feedback was received from exit interviews.

- C. Keith Davis will be on leave Spring 2008 and will be represented by either Cathy Clark or Sally Atkins.

11. The meeting was adjourned.