Present: Mark Bradbury, Scott Collier, Patty Dale, Susan Davies, Tyler Foley (for Brittany Means), Elizabeth Graves, Holly Hirst, Marie Hoepfl, Lisa Houser, Gary McCullough, Vachel Miller, William Pelto, Max Poole, Martin Root, Rob Sanders, Tracy Smith, Sandra Vannoy

Excused: John Abbott, Jill Ehnenn, Pollyanne Frantz, Sandra Krause, Jennifer Snodgrass, Glenda Treadaway

Absent: Robin Groce, Dru Henson, Heather Norris

Guest: Herb Brown, Linda Johanson, David Koppenhaver, Katherine Ledford, Christina Rosen

The meeting was called to order by Dr. Max Poole.

Announcement

The Assessment & Review committee will meet to look at the University's institutional program review (Institutional Effectiveness Cycle) and the Graduate Program Review policy adopted by the Graduate Council.

It was moved (Root), seconded (Hirst), and unanimously approved to accept the minutes of the October 20, 2014 meeting with one change as noted: change Lisa Freeman to Lisa Houser.

Curriculum Proposals

A. **For Information Only:** Appendix A Request for Authorization to Plan a New Degree Program: Master of Health Administration. Note: The curriculum will be developed during the planning process.

B. **Hold until January:** **Doctoral Program.** *EDL/COE_DOC_2013_2. Add a concentration in Expressive Arts to the doctoral program in educational leaders*hip. Hold in order for the program to consider curriculum committee suggestions about the title and course list for the new concentration.

C. **HS – Nursing**
   - *HS_NUR_2014-2015_1. Add a new course NUR 5901 Advanced Clinical Practicum*

MOTION 1: Approve the proposal with clarification: Adding a course, but the curriculum is still in the approval process. The department is working with GA. No co-requisites in the course description; remove this from proposal. Increase hours for the degree from 36 to 39.
VOTE 1: Motion carried unanimously with clarifications noted above. No abstentions.

D. RCOE - Department of Curriculum & Instruction (Proposals 4 and 5)

- *COE_CI_2014_4: Delete Educational Media Concentrations and Certificates (Program Codes 434G, 434F, 434H, 419A, 424A, 434*) from Curriculum & Instruction listing in Graduate Catalog.*
- *COE_CI_2014_5: Add CI 5310. New Media and Emerging Literacies/(3). On Demand. to the Graduate Catalog.*

AND

RCOE - Department of Leadership & Educational Studies

- COE_LES_ITC_2014_2: Add ITC 5360. Emerging Issues in Digital Cultures/(3). On Demand. to the Graduate Catalog, and as a requirement in the Instructional Technology Specialist/Online Learning and Professional Development (437x), Instructional Technology Specialist/New Media Literacies and Global Studies (437x) concentrations, and the Online Learning and Professional Development (437x) Graduate Certificate.
- COE_LES_ITC_2014_3: Add ITC 5636. Web 2.0 and Social Media/(3). On Demand. to the Graduate Catalog, and as a requirement in the Online Learning and Professional Development (437x) Graduate Certificate.
- COE_LES_ITC_2014_4: Add ITC 5642. Design and Development of Digital Media/(3).F. (Same as CI 5642) to the Graduate Catalog, and as a requirement in the Instructional Technology Specialist/Online Learning and Professional Development (473X) concentrations, and the Online Learning and Professional Development (437x) Graduate Certificate.
- COE_LES_ITC_2014_5: Add ITC 5730. Advanced Web Design, Development and Systems/(3).S.to the Graduate Catalog. Prerequisite: ITC 5642 (Design and Development of Digital Media) or permission of instructor.
- COE_LES_ITC_2014_6: Add ITC 5825. Advanced Instructional Design Concepts and Applications/(3). S. to the Graduate Catalog. P Prerequisite: CI 5921 (Instructional Design) or permission of instructor.
- COE_LES_ITC_2014_7: Change current concentration in Instructional Technology Specialist/New Media and Global Education (434H/13.0501) to concentration in Instructional Technology Specialist/Online Learning and Professional Development of Leadership and Educational Studies.
- COE_LES_ITC_2014_8: Change current concentrations in Instructional Technology Specialist/Media Literacy and Instructional Technology Specialist/Media Production (434F and 434G/13.0501) to concentration in Instructional Technology Specialist/New Media Literacies and Global Studies (TBD/13.0501). Move updated concentration to Educational Media Listings in the Department of Leadership and Educational Studies.
- COE_LES_ITC_2014_9: Change concentration titles for programs currently housed in the Department of Leadership and Educational Studies. Instructional Technology specialist/Computers (437D) shall become Instructional Technology Specialist/K-12.

Instructional Technology Specialist/Computers/General (437E) shall become Instructional Technology Specialist/General. Recommended electives in the 437E track are updated to include CIS coursework.

- COE_LES_ITC_2014_10: Change and update current Graduate Certificate in Web-Based Distance Learning (419A/13.0501) to concentration in Online Learning and Professional Development (TBD/13.0501). Change required coursework as indicated in catalog copy. Move updated Certificate to Educational Media listings in the Department of Leadership and Educational Studies.
- COE_LES_ITC_2014_11: Change and update current Graduate Certificate in Media Literacy (424A/13.0501) to Graduate Certificate in New Media Literacies and Global Studies (TBD/13.0501). Change required coursework as indicated in catalog copy. Move updated certificate to Educational Media listings in the Department of Leadership and Educational Studies.
- COE_LES_ITC_2014_12: Change existing Add-on Licensure Program (18079/077) to an 18-hour Graduate Certificate in Instructional Technology Facilitation (TBD/13.0501).
- COE_LES_ITC_2014_13: Change catalog coy for Educational Media program, including text proposed in COE_CI_2014_4 and 5, and COE_LES_ITC_2013_1-11

Recommendation to table Educational Media proposals C&I 4 and 5 and LES 2-13. Discussion included:

A. Educational Media was one program housed in two departments (C&I and LES). Due to low enrollment, the departments propose a merger with concentrations. The degree will be housed in LES, but faculty will remain in their respective departments (C&I and LES).
B. When does a concentration become a unique program? UNC Policy Manual suggests that a degree with multiple concentrations requires 50% shared coursework and 50% unique. If unique exceeds 50%, then revisit whether it is a stand-alone program.
C. Will the department provide a menu of options or specify required courses? What are the core courses? What are the learning outcomes/objectives?
D. Providing too many options will not help with low enrollment.
E. The proposals may be considered at the January meeting for an effective date of Fall 2015.

Request by the Council to respond to concerns and submit the proposals to the Council before resubmitting for approval.

A. address lack of common coursework in the revised MA major;
B. address lack of evidence of "global studies" and "professional development" coursework/preparation in the renamed certificates and concentrations;
C. address learning outcomes/objectives.

MOTION 2: It was moved (Root), seconded (Hoepfl) that the C&I and LES proposals be tabled until the January meeting.
VOTE 2: Motion carried unanimously. No abstentions.

E. RCOE - Department of Curriculum & Instruction (Proposals 12-18)
- *COE_CI_2014_12: Add the New Course CTE 5619 – Curriculum Development in Career and Technical Education.*
- *COE_CI_2014_13: Add the New Course CTE 5650 – Research in Career and Technical Education.*
- *COE_CI_2014_14: Add the New Course CTE 5660 – Advanced Methods in Teaching Career and Technical Education.*
- *COE_CI_2014_16: Add new Graduate Catalog copy for Career and Technical Education (CTE) designator and courses to the Reich College of Education, Department of Curriculum and Instruction.*
- *COE_CI_2014_17: Add additional Graduate Supporting Courses to the Graduate Catalog for the New Degree in Career and Technical Education as follows:*
    CTE 5500. Independent Study (1-3). On Demand.
    CTE 5530-5549. Selected Topics (1-4). On Demand.
- *COE_CI_2014_18: CHANGE Graduate Catalog Copy to reflect the new CTE designator and courses for the Graduate Certificate in Middle and Secondary Teaching.*
    NOTE: The rationale should refer to the "Graduate Certificate in Middle and Secondary Education." The degree discussed in the rationale is the undergraduate CTE program.

MOTION 3: Approve C&I Proposals 12-18.
VOTE 3: Motion carried unanimously. No abstentions.

F. RCOE - Department of Human Development and Psychological Counseling
- *COE_HPC_CMH&PSC_2014_1: New Required Course Proposal.*
  Att: New Course Syllabus (HPC 5225 The Helping Relationship)
- *COE_HPC_CMH&PSC_2014_2: Course Prerequisite Change to HPC 5900 Practicum*
- *COE_HPC_CMH&PSC_2014_3: Course Prerequisite Change for CMHC 6900 and PSC 6900 Internship*
- *COE_HPC_CMH&PSC_2014_4: CMHC & PSC Program Change Proposal*
  Att: Graduate Bulletin Listing for CMHC Program – CURRENT
  Att: Graduate Bulletin Listing for CMHC Program Changes – NEW
  Att: Graduate Bulletin Listing for PSC Program – CURRENT
  Att: Graduate Bulletin Listing for PSC Program – NEW

MOTION 4: Approve with the following clarifications: Revise proposal 4 for the CMHC program to show that thesis and non-thesis options will now both be 60 hours (thesis is currently 54). Specifically, add that to the summary of actions, and the top of the program of study table should read: Course Requirements for the Master of Arts in Clinical Mental Health Counseling: Total Semester Hours Required (minimum): ~~54 (THESIS) or~~ 60.
VOTE 4: Motion carried unanimously with clarifications. No abstentions.

G. College of Business

- *COB-BATF-2014-01*
  Action requested: Create a program of study for a Master of Science in Applied Data Analytics. The program will require 36 course hours to be taken over a one year time span. 27 hours will be core curriculum (required courses) and 9 hours can be selected from approved elective options.
- *COB-BATF-2014-02*
  Action requested: Set the core prepreqs for the MS in Applied Data Analytics and change core class to allow auto enroll in these classes.
  Admission Requirements: Baccalaureate degree from an accredited college or university; complete application to the Graduate School; official general GMAT or GRE exam scores; evidence of knowledge in statistics, financial accounting, economics, corporate finance, marketing, and organizational behavior through course work, work experience or completion of the accelerated prerequisite program before taking graduate course work in those subjects.
  Change the prereq for the core classes proposed for the MS in Applied Data Analytics to allow students in this program to automatically enroll in the pre-approved courses listed below.
  • CIS 5630: Data Management (3)• CIS 5830: Security, Privacy and Ethical Issues in Analytics (3)• CIS 5850: Business Analytics Project (1-6)• CIS 5450 Project Management and Visualization (3)
  • CIS 5750 Web Analytics (3)• MBA 5200: Problem Analysis and Quantitative Methods (3)• MBA 5230: Fundamentals of Business Analytics (3) • MBA 5820: Executive Skills (0)*
  • MBA 5870: Analytic Models for Supply Chain Management (3)
- *COB-BATF-2014-03. Create a course entitled "Web Analytics" to be included in the course requirements for the Master of Science in Applied Data Analytics with the prefix CIS.*
- *COB-BATF-2014-04. Create a course entitled "Project Management and Visualization" to be included in the course requirements for the Master of Science in Applied Data Analytics.*
- *COB-BATF-2014-05. Change CIS 5850 Business Analytics Project from three (3) credit hours to a flexible (1-6) credit hours. The hours may be repeatable for credit up to 9 hours and change the course name to "Applied Analytics Project"*

Tabled until the January meeting. In Appendix A, demand, faculty resources, and equipment resources are missing; the outline is incomplete.   It was noted that this program is 1 of 3 identified as a priority program.

H. FAA - Communication Department
- *FAA_COM_2014_7: Add to the graduate catalog COM 5150: Strategic Communication (3).On Demand.*
- *FAA_COM_2014_8: Add to the graduate catalog Graduate Certificate in Strategic*

Tabled. Concern: Lack of focus – problematic for certificates given the reporting requirements related to gainful employment; also, demand appears low given survey results. Questions: Can

one course in each topic build sufficient skill in conflict management, crisis communication, group facilitation, etc.? Can it be made more clear what the unifying educational goals are and how they will be met without a larger core of required coursework?

I. School of Music
- Replace MUS 5996: Clinical Project in Music Therapy (1-4) with MUS 5995: Clinical Paper in Music Therapy (1) plus 3 s.h. additional Music Therapy Elective(s) as the alternative to MUS 5999: Thesis.
- Allow the 4 credit hours of MUS 5999 to be taken for 1, 2, 3, or 4 credit hours.

MOTION 5: Approve with clarifications: The proposals should be revised prior to submission to AP&P as they do not list proposal codes. The proposal to add the new course does not have the course description on the form, and would be best submitted separately from changing the program of study.
> NOTE: The proposals do not delete MUS 5996; if desired, a separate proposal must be submitted.

VOTE 5: Motion carried unanimously with clarifications noted above. No abstentions.

J. A&S - Department of Government and Justice Studies
- *GJS_2014_01. Delete PS/CJ 5550*

MOTION 6: Approve with clarification: The undergraduate version of this dual-listed course (4550) must be either deleted or the description changed to reflect that it is no longer dual-listed.
VOTE 6: Motion carried unanimously with clarification noted above. No abstentions.

K. RCOE - Reading Education & Special Education
- *COE_RESE_2014_2: The Reading Education and Special Education (RESE) Department requests approval to add a new course to the program requirements for the Masters of Arts in Reading Education, General with a Concentration in Classroom/Clinical (477E). Specifically, the RESE Dept. requests permission to create a new course, RE 5740 Seminar in the Clinical Teaching of Reading (3 s.h.).*
- *COE_RESE_2014_3: The Reading Education and Special Education (RESE) Department requests approval for changes in the program requirements for the Masters of Arts (MA) in Reading Education, General (Classroom/Clinical-477E). Specifically, the RESE Department requests permission for the following actions:*
  - *Change RE 5710 Seminar in Reading and Language Arts Research (3) from a program requirement to an elective course;*
  - *Change the Research Course Requirement to include an additional option, SPE 5030 Research Informing Practice in Special Education; and*
  - *Change the Program of Study to reflect changes above and the inclusion of the newly created RE 5740 Seminar in the Clinical Teaching of Reading as requirement.*
- *COE_RESE_2014_4: The Reading Education and Special Education (RESE) Department requests approval for changes in the program requirements for the Graduate*

Certificate in Reading Education. Specifically, the RESE Department requests permission for the following action:

- o *Change RE 5531 Selected Topics (3) in the newly approved Program of Study for the Graduate Certificate in Reading Education to RE 5740 Seminar in the Clinical Teaching of Reading (3).*

MOTION 7: Approve with clarifications noted: Revise proposal 2 to also change the description of RE 5725 to include the sentence "Taken together with RE 5740." Both courses should acknowledge that each is a co-requisite of the other.

> NOTE: These proposals do not delete 5710 from the bulletin. If desired, that will require a separate proposal to be submitted.

VOTE 7: Motion carried unanimously with clarification noted above. No abstentions.

L. A&S - Department of Mathematics

- *MAT_2014_01*
  1) *DELETE the MA Mathematics, Education (Major Code: 263*/13.1311)*
  2) *CHANGE the MA Mathematics (Major Code: 264*/27.0101) as follows:*
     a) *ADD a Secondary Teaching Concentration*
     b) *CHANGE/UPDATE the College Teaching Concentration requirements*
- *MAT_2014_02. Change MAT 5610 (Analysis I) course description; change semester offering*
- *MAT_2014_03. Change MAT 5620 (Analysis II) course description; change semester offering*
- *MAT_2014_04. Change MAT 5910 (Investigation in the Teaching of Mathematics) course description, increase hours from 2 to 3, and change semester offering*
- *MAT_2014_05. Change MAT 5330 (Mathematic Models) course description; change semester offering*
- *MAT_2014_06. Delete MAT 5920 (Linear Algebra for Teachers), MAT 5930 (Analysis for Teachers), MAT 5950 (Mathematical Modeling-Analytical Models) and MAT 5951 (Mathematical Modeling-Empirical Models)*
- *MAT_2014_07. Change title of MAT 5941 (Technology for Secondary School Mathematics) to "Technology for Teaching Mathematics"*
- *MAT_2014_08. Change the course description and corequisite for MAT 5415 (Seminar in the Pedagogy of Mathematics) and change the semester offering.*
- *MAT_2014_09. Change the course description and corequisite for MAT 5420 (Teaching Apprenticeship)*

MOTION 8: Approve proposals.
VOTE 8: Motion carried unanimously. No abstentions.

M. School of Graduate Studies

- GRD_2014_1. Transition Accelerated Admissions: Baccalaureate to Master's program from pilot to Graduate School policy.
- GRS_2014_2. Change language in Graduate Bulletin to clarify policy regarding Double Major and Double Degree.

MOTION 9: It was moved (Hirst), and seconded to approve GRD_2014_1 Accelerated Admissions.
VOTE 9: Motion carried unanimously. No abstentions.

MOTION 10: It was moved (Hoepfl) and seconded (Hirst) to table GRD_2014_2 until the January meeting. Motion amended (Hoepfl) to distribute the proposal to Graduate Program directors for feedback.
VOTE 10: Amended motion unanimously approved. No abstentions.

Kudos to the Curriculum Committee for its work on these proposals.   Due to the volume of curriculum proposals and inclement weather, additional business items will be postponed until the January meeting.

Motion to adjourn (Hoepfl) and second (Root).

Grants Resources & Services
APPALACHIAN STATE UNIVERSITY

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

Upcoming events:

Meet the Experts in NIH Peer Review: AREA program (2 p.m. November 4)
The webinar includes five presentations: the review of your NIH grant application begins here; what you need to know about application receipt and referral; how your application is reviewed; key things to know about your type of application; and jumpstart your career with CSR's Early Career Reviewer Program. Registration:
http://lts2.appstate.edu/workshop/detail.aspx?key=1084

Meet the Experts in NIH Peer Review: Fellowship awards (2 p.m. November 5)
The webinar includes five presentations: the review of your NIH grant application begins here; what you need to know about application receipt and referral; how your application is reviewed; key things to know about your type of application; and jumpstart your career with CSR's Early Career Reviewer Program. Registration:
http://lts2.appstate.edu/workshop/detail.aspx?key=1085

Developing a Culture of Innovation and Invention in Colleges and Universities (2 p.m. November 13)
The focus of this webinar is to examine challenges and strategies involved in creating and incentivizing a culture of innovation and invention among faculty researchers and administrators. Registration: http://workshops.appstate.edu/detail.aspx?key=1111

New Faculty and Researcher Workshop (1-2:30 p.m. February 13, 2015)
This event is an introduction to resources and services available at Appalachian State University to support faculty and staff pursuit of internal and extramural funding. Registration: TBA.

For a complete listing of events, see http://orsp.appstate.edu/events/orsp