

APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held October 15, 2007
(Unapproved)

Present: William Brewer, Keith Davis, Chuck Dumke, Dru Henson, Tom Fisher, Pollyanne Frantz, Dave Haney, Bill Harbinson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Bob Johnson, Nancy Mamlin, Nancy Schneeloch-Bingham, Andrew Smith, Neva Specht, Lynn Stallworth, Jenny Ware, James Westerman, Ray Williams

Absent/Excused: Charles Duke, Randy Edwards, Sammie Garner, Alecia Jackson, Glenda Treadaway, Phil Witmer

Guests: Lee Baruth, Cathy Clark, Mark Ginn, Johnny Waters, James Young

1. Dr. Huntley called the meeting to order and introduced guests.
2. It was moved (Mamlin), seconded (Specht) that the minutes of the September 17 meeting be approved. Motion carried. No opposition; no abstentions.
3. Reports/Announcements from the Dean – Edelma Huntley
 - A. UNC Tomorrow. The UNC Tomorrow Scholars Council will be on our campus on October 31 from 9:00-11:00 a.m. An email will be distributed when the location is determined. The forum is being held to hear the faculty's perspective on the needs of the state and what the UNC System should be doing to meet these needs.
 - B. Export Control. A draft of the ASU's Export Control Management Plan was distributed to UNC-General Administration. Working on the plan were representatives from Research and Graduate Studies, the Attorney's office, Arts and Sciences, Fine and Applied Arts, Admissions, Controller's Office, Purchasing, and Human Resource Services. Specific topics of interest include foreign travel briefing (p. 33), international travel with laptops/GPS equipment (29-33), and an Export Control briefing (p. 37). Some designated offices on campus will assume responsibility for portions of implementation of this policy. Human Resource Services will develop an online training module. When approved, this plan will be available on the Web and distributed campus-wide. Research and Graduate Studies currently has an Export Control link.

Council members are asked to review the proposal and be prepared to vote on it at the November meeting.
 - C. UNC Graduate Council is meeting on October 25. This body approves all new doctoral programs.

Proposals to plan a doctoral degree program:

 - NC A&T with UNC Greensboro: Nanoscience
 - NC State: Public History

- UNC Greensboro: Environmental Health Science
Proposals to Establish a Doctoral Degree Program:
 - UNC Chapel Hill: Bioinformatics and Computational Biology
 - UNC Greensboro: Medicinal Biochemistry & Computational Mathematics
4. Reports/ Announcements from the Office of Research and Sponsored Programs – Bob Johnson
- A. Visit <http://www.graduate.appstate.edu/orsp/proposal/awards/> for data on submissions and awards. Through September, 2007, submitted proposals are up 90% and awards are up 35%, both over this same time last year. Council members are encouraged to review the list of awardees.
 - B. Lisa Bingham resigned in the Office of Research and Sponsored Programs. Robin Waters, previously in Audits and Systems, replaced Lisa.
 - C. The University Research Council met twice. At the first meeting, members discussed the Council's purpose and objectives. At the second meeting, URC competitive grant applications were reviewed (15 proposals received for Fall). URC will meet in about 15 days to decide awardees, then send out award letters.
 - D. The Institutional Review Board (IRB) and the Technology Transfer committees are reviewing and clarifying policies.
 - E. Five members of Appalachian Family Innovations (Morganton) will meet with faculty today to provide information on faculty and student grant-funding opportunities between campus and AFI. AFI is responsible for about \$3M in grant funding.
5. Reports/ Announcements from Graduate Studies – Holly Hirst
- A. Copies of the Graduate Bulletin 2007-09 were distributed to voting members.
 - B. Appalachian did not receive an award for the McNair Scholars proposal submitted by Edelma Huntley and Alan Utter. Other sources of funding will be sought.
 - C. The Academic Policies Committee is discussing graduate and curricular issues. Feedback is welcome. Committee members are Holly Hirst, Marie Hoepfl, Nancy Mamlin, Jenny Ware, Ray Williams, and Phil Witmer.
6. Reports/ Announcements from the Research Development Officers – Pollyanne Frantz
- A. The research development report web site is:
<http://www.graduate.appstate.edu/gradstudies/facultystaff/agendas/oct07/RDO%20Report.pdf>
 - B. Research workshops were held in September, continuing into October. Seats are available for the funding opportunities workshop. A social event will be held to allow interaction and networking among departments.
9. New Business

- 1) The Academic Policies Committee was unable to distribute its recommendation prior to this meeting because campus email was disabled.

Biology Curriculum Proposals

- *BIO-3. Change the credit hours and change the catalog description for BIO 6614 Current Topics In Molecular Biology. Change in course number from BIO 6614 to BIO 6615 was requested by the registrar’s office.*
- *BIO-4. Change the credit hours and change the catalog description for BIO 5999 Thesis and revise the degree requirements for the Master of Science degree in Biology*
- *BIO-5. Add BIO 5998. Thesis Preparation/(1-3)F;S;SS*

MOTION: Move to approve Biology proposals 3, 4, and 5 with the following changes:

Proposal 3: Change BIO 6614 (3 s.h.) to BIO 6615 (2 s.h.)

Proposal 4: Change BIO 5999 from 4 s.h. to 4-8 s.h., and change the program requirements as indicated. Remove the statement “Course may be repeated.”

Proposal 5: Add BIO 5998 Thesis Preparation with the bulletin description below.

BIO 5998. Thesis Preparation/(1-3)F;S;SS. This course enables students to plan their master’s thesis project by examining the pertinent literature, developing the experimental design, and carrying out the proposed research. Extensive collaboration with the student’s thesis chair is expected. Course may be repeated for 1-3 hrs each term. Course cannot be counted toward the 30 hr minimum for the Master of Science in Biology. Graded on S/U basis only.

Current

Required Courses:

BIO	5000	Bibliography and Research.....	4
BIO	5777	Biometrics.....	3
BIO	5999	Thesis.....	4
		SUBTOTAL HOURS	11
		Remaining Hours.....	19
		TOTAL HOURS	30

Proposed

Required Courses:

BIO	5000	Bibliography and Research.....	4
BIO	5777	Biometrics.....	3
BIO	5999	Thesis.....	4-8
		SUBTOTAL HOURS	11-15
		Remaining Hours.....	15-19
		TOTAL HOURS (MINIMUM)	30

- A. The number 6614 will change to 6615 to alleviate confusion for a repeated course. The department agreed to the suggestion.
- B. The request for change in thesis hours originates in response to changes in federal financial aid guidelines.

- C. The thesis preparation course is to get students involved in research early in the program. If needed, the course can be added to the Program of Study and will count for financial aid purposes.
- D. Proposal 5. The Committee recommended striking the sentence “Required for the Program of Study” from the original course description. Recommendation was seconded (Brewer). The Registrar’s Office supports this change. **VOTE:** Motion carried with no opposition and no abstentions.
- E. Question: Biology proposals 3, 4, and 5. **VOTE:** Motion carried with no opposition and no abstentions.

Geography and Planning Proposals

- *GHY/PLN 2007-3. Add GHY 5150. Seminar in GIScience*
- *GHY/PLN 2007-4. Add a Graduate Certificate in Geographic Information Science*
- *GHY/PLN 2007-5. Add a concentration in Geographic Information Science to the Master of Arts in Geography; the concentration will be within the non-thesis M.A. option*

MOTION: Approve GHY/PLN proposals 3, 4, 5 with the following changes. Proposal 5: Change GHY 5140 to 5150 (course number is listed incorrectly) and remove the proposed major code. Also note the current and proposed programs for the full major as listed below.

Current

Required Courses: 21 s.h.

GHY 5000	Research Themes and Methods	3
GHY 5100	Seminar in Physical Geography	3
GHY 5130	Seminar in Human Geography	3
GHY 5400	Planning Process.....	3
GHY 5800	Advanced Quantitative and Qualitative Methods in Geography	3
GHY 5900	*Internship in Geography	6
REQUIRED HOURS	21

Concentrations: 15 s.h. (CHOOSE ONE)

GENERAL GEOGRAPHY CONCENTRATION (237B)

Electives (5000 level or above).....	15
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PLANNING CONCENTRATION (237C)

Planning Course Electives (5000 level or above).....	9
Interdisciplinary Electives (5000 level or above).....	6
CONCENTRATION HOURS.....	15

TOTAL HOURS FOR THE MA DEGREE	36
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Proposed

Required Courses: 12 s.h.

GHY 5000	Research Themes and Methods	3
GHY 5800	Advanced Quantitative and Qualitative Methods in Geography	3
REQUIRED HOURS		6

Concentrations: 24 s.h. (CHOOSE ONE)

GENERAL GEOGRAPHY CONCENTRATION (237B)

GHY 5100	Seminar in Physical Geography	3
GHY 5130	Seminar in Human Geography	3
GHY 5400	Planning Process	3
GHY 5900	*Internship in Geography	6
Electives (5000 level or above)		15

PLANNING CONCENTRATION (237C)

GHY 5100	Seminar in Physical Geography	3
GHY 5130	Seminar in Human Geography	3
GHY 5400	Planning Process	3
GHY 5900	*Internship in Geography	6
Planning Course Electives (5000 level or above)		9
Interdisciplinary Electives (5000 level or above)		6

GEOGRAPHY INFORMATION SCIENCE (XXXX)

GHY 5150	Seminar in Geographic Information Science	3
GHY 5810	Digital Image Processing	3
GHY 5812	Advanced GIS	3
GHY 5814	Principles of GeoComputation	3
GHY 5900	*Internship in Geography	6-9
Electives (5000 level or above)		9-12
CONCENTRATION HOURS		30

TOTAL HOURS FOR THE MA DEGREE 36

- A. GHY 2007-5 will be corrected to show the proposed catalog description of 9-15 electives, not 12 electives
- B. Question. **VOTE:** Motion carried with no opposition and no abstentions.

Geology Proposals

- *GLY 2007-07. Revise a current course, GLY 5620 – Hydrogeology, from 4 credit hours to 3 credit hours and from even-numbered years to every year.*
- *GLY 2007-09. Change the course description and the number of student credit hours of GLY 5703 Advanced Environmental and Engineering Geology, from 4 credit hours to 3 credit hours.*

MOTION: Approve GLY proposals 7 and 9 with the following changes in both proposals: Because of the hour reduction from 4 to 3 s.h., GLY 4620/5620 will be renumbered GLY 4630/5630 and GLY 4703/5703 will renumbered GLY 4705/5705 – this will change the course number and the dual-listing notation in each bulletin description. Remove the prerequisite “at least junior standing” from the graduate courses.

Note: The department was asked to send in syllabi that would more clearly delineate the difference between undergraduate and graduate requirements. Those syllabi were sent to the Academic Policies Committee and were deemed satisfactory.

- A. The number 5620 will change to 5630 to alleviate the confusion for a repeated course. The department agreed to the suggestion.
- B. The syllabi for both curriculum proposals were identical at the undergraduate and graduate levels.
- C. **VOTE:** Approval is contingent on the review and approval of the syllabi as submitted to the Academic Policies Committee. No opposition and no abstentions.

Human Development and Psychological Counseling Proposals

- *HPC 1. Change the prerequisite for HPC 6370 Intermodal Expressive Arts/(3).F;S. from no prerequisite to HPC 6360 Therapy and the Expressive Arts/(3).F;S.*
- *HPC 2. Make the following changes in the Graduate Certificate in Expressive Arts Therapy (425A/13.1102):*
 - A. *Delete HPC 5900 Practicum in Counseling/(1-9).F;S. as a requirement for the graduate certificate.*
 - B. *Change the number of required semester hours from 9 s.h. to 6 s.h.*
 - C. *Change the number of elective semester hours from 9 s.h. to 12 s.h.*
 - D. *Add HPC 5900 Practicum in Counseling/(1-9).F;S. and HPC 6900 Internship/(1-18)F;S. as options for electives.*
- *HPC 3. Add a new concentration, College Outdoor Program Administration (Major Code: 496D/13.1102), to the Master of Arts in College Student Development.*
- *HPC 4. Add HPC 5440 Student Affairs and the Great Outdoors/(3). S. to the graduate bulletin as a requirement in the Master of Arts in College Student Development: College Outdoor Program Administration.*
- *HPC 5. Add to the graduate bulletin, HPC 5450, Learning Communities/(3). SS. On demand.*
- *HPC 6. Add to the graduate bulletin, HPC 5460, Professional Practice in College Student Development/(3-9). On demand.*

MOTION: Approve HPC proposals 1, 2, 4, 5, 6 (HPC 3 – new concentration addition) has been delayed pending a proposal from HLES for a proposed required course).

VOTE: Motion carried. No opposition and no abstentions.

Mathematical Sciences Curriculum Proposals

- *MAT 2007-12. Change the prerequisite for MAT 4710/5710 Introduction to Topology from MAT 3110 to MAT 3220 as well as the semester offered. This is to better prepare students for the current content of the course.*
- *MAT 2007-13. Change the description of MAT 4720/5210 Abstract Algebra. This is to reflect changes in the prerequisite course.*
- *MAT 2007-14. Change the title and description of MAT 5220. This is to reflect changes to its prerequisite course.*
- *MAT 2007-15. Change the prerequisite for MAT 5610 Analysis I to MAT 3220. Also change the semester offered on MAT 5610 from Fall to Spring and on MAT 5620 from Spring to Fall. This is to reflect current practice.*
- *MAT 2007-16. Change the semester offered on several courses to On Demand. These are courses that no longer play as prominent a role in our curriculum, but that we did not want to delete.*
- *MAT 2007-20. Remove the dual listings from STT 4860/5860 and STT 4865/5865. This is to account for the changing audiences at the undergraduate and graduate levels.*
- *MAT 2007-21. Remove the dual listing from MAT 5961 Foundations of Geometry. The dual listed course is being deleted. However, this course is still used as a math content course for the Middle Grades MA program.*

MOTION: Approve MAT proposals 12, 13, 14, 15, 16, 20, 21.

VOTE: Motion carried. No opposition and no abstentions.

10. Miscellaneous

- A. Council members discussed whether a dual-listed course can be taken at both the undergraduate and graduate levels. The Graduate Bulletin states that individual graduate programs may not permit students to retake a course dual-listed and to check with the advisor, but no policy exists.
- B. Faculty Development Committee. Dr. Brewer will distribute committee recommendations regarding graduate faculty appointment for discussion at the November meeting. The committee reviewed practices at peer institutions.

11. Meeting adjourned.