

**Appalachian State University**  
**Graduate Council**  
**October 17, 2011**  
**Approved November 21, 2011**

**Present:** John Abbott, Becky Battista, Doris Bazzini, Keith Davis, Pollyanne Frantz, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Jim Killacky, Aaron Lancaster, Katherine Ledford, Mike Mayfield, Katrina Palmer, William Pelto, Jenny Primm, Martin Root, Jennifer Snodgrass, Glenda Treadaway, Peg Werts, David Wiley (for Charles Duke)

**Excused:** Peter Villanova

**Absent:** Joseph Cazier, Susan Davies, Charles Duke, Mary Englebert, Fred Whitt

**Guest:** Lori Gonzalez

Dr. Huntley called the meeting to order and welcomed members and guest Dr. Lori Gonzalez, Provost and Executive Vice Chancellor.

**Minutes.** Motion to accept (Killacky), seconded (Root), and unanimously voted that the minutes of the September 19 meeting be approved.

**Dr. Lori Gonzalez, Provost & Executive Vice Chancellor**

The budget forecast looked better in September, but later months will tell the true story of budget conditions. At the moment, projections are that there will be no new money in the near future. Because of the dire budget forecasts, Dr. Gonzalez would like to begin conversations about strategy prior to being faced with additional budget reductions. If we are forced to eliminate programs, we should begin early to ask whether there are programs that Appalachian doesn't need to offer (they are under-enrolled, they don't fit the mission, etc); we should come up with strategies for new efficiencies in program offerings, and review academic programs in the context of Appalachian's mission. Dr. Gonzalez would like to see a review rubric in place for program elimination that is based on Appalachian's values, identifies what needs to be reviewed, and describes what costs can be cut by closing specific programs. In the face of additional budget cuts, the campus may need to restructure and eliminate to save resources. These are hard decisions! We tend to institutionalize many things, but we don't always eliminate others to make room for new programs.

We need to review the Strategic Plan and University Mission Statement. If a program has low enrollment but is in our mission and is a niche program, then it should become a subsidized program because it is fundamental to our mission. The Graduate Council could initiate program reviews before public mandates are forced on the University. This is our campus, and the process should be ours; the faculty should have the opportunity to provide input on future directions for the University.

Conversations about the next strategic plan should include acknowledgment of what is currently in place. What kind of research is being done? Scholarship and research will continue to grow, but we need to define what we mean when we say we will enhance and grow research? These conversations will inform the new strategic plan and guide decisions as we move forward in the current budget scenario.

In what directions does Appalachian want to go in distance learning? Web-based programs? Hybrid programs? Would we grow graduate and undergraduate programs in specific areas? Decisions about distance education also need to inform the new strategic plan.

### **Discussion**

Dr. Huntley distributed the handout, “*Proposing a New Graduate Program (Degree or Certificate) at Appalachian. Additional information Required by Graduate Council.*” This document requires information related to program description and justification, market and employer demand, projected enrollment, resources (business plan), administration, and evaluation. Questions outlined in the document must be answered fully before programs are submitted to UNC-General Administration for approval. The same information for the proposed program will need to be provided to the Appalachian Graduate Council when an AP&P proposal is submitted for approval. Dr. Gonzalez reinforced the need to respond to these questions at the campus level.

Funding for out-of-state tuition scholarships has stayed level while tuition has increased, the Academic Common Market will be gone in 2012-13, subsidized graduate student loans will be gone in 2012-13, and Veteran’s benefits no longer pay out-of-state tuition — all resulting in less overall support to graduate students. This reduction in financial support will have negative implications for graduate enrollment.

Dr. Pelto pointed out that although the bachelor’s degree is entry level, it is a student’s opportunity for intellectual exploration. The University should document the value added by the baccalaureate degree, and whether these students move to the next level--jobs or graduate school. Dr. Gonzalez concurred. The same questions can be asked about whether master’s students go on to PhD programs, thus educating the next generation of faculty for the academy. Dr. Huntley mentioned that Dr. Suzanne Ortega, UNC-GA Senior Vice President for Academic Affairs, serves on the Council of Graduate School’s national Commission on Pathways through Graduate School and into Careers, studying the career paths that individuals with graduate degrees follow.

Question: How creative can the university be about revenue-generating projects, especially in the summer? Policy prohibits combining summer and academic year funds to help cover budget reductions. In North Carolina, the Umstead Act prohibits universities from offering services or products that compete with local businesses. Within the Umstead Act guidelines, however, there are provisions under which the University could establish charges for services, such as those provided by various clinics connected with graduate programs.

### **Reports from the Dean (Edelma Huntley)**

- Handout: ETS/CGS Award for Innovation in Promoting Success in Graduate Education: From Admissions Through Completion. Each award will be for \$20,000 over a two-year period. Deadline: Summer 2012. Appalachian should prepare to compete in next year’s cycle.
- Kudos were extended to Dr. Cazier. ASU’s MBA program is listed in *The Princeton Review* as one of the top MBA programs in the country. Dr. Cazier has done an incredible job reviving this formerly low enrollment program.
- Committee to study graduate student funding: Katherine Ledford (Appalachian Studies), Katrina Palmer (Mathematical Sciences), Cathy Clark (Student Development), David Taylor (Advancement), Alan Utter (Student Research), Rob Brown (Faculty Senate). The committee charge is to review funding for graduate students, focusing on assistantships and

appropriate assignments for assistantships, as well as support for research. Students can apply for research funding through GSAS, the Office of Student Research, and the Graduate School's Cratis Williams Graduate Research Student Awards. Since students typically apply to all three, the committee can also look into making recommendations about research funding packages.

### **Reports from Graduate Studies (Holly Hirst)**

- There is a new list of peer institutions (<http://irap.appstate.edu/pagesmith/63>).
- The complete report from Graduate Studies can be viewed at:  
<http://www.graduate.appstate.edu/facultystaff/council/agendas/oct11/gradstudies.pdf>

### **New Business**

1. Appreciation was expressed to Dr. Davis and the Awards and Recognition committee for its selection of the 2012 faculty award recipients:

**Distinguished Graduate Faculty:** Dr. Rahman Tashakkori, Computer Science

**100 Scholars:** Dr. Kin-Yan Szeto, Theatre and Dance

**Wachovia Research Award:** Dr. Lynn Siefferman, Biology

**Transforming North Carolina:** Can-DOO Project (Brett Taubman, Chemistry; Baker Perry, Geography and Planning; James Sherman, Physics and Astronomy)

**Academy of Outstanding Mentors:** Chris Badurek (Geography and Planning); Jim Deni (Psychology); Marie Hoepfl, Chad Everhart, and Jamie Russell (Technology and Environmental Design).

**Deans' Award for Excellence in Graduate Education:** MA in Reading Education

2. Graduate Student Exit Survey. The Graduate Council is asked to review this document and give feedback to Dr. Hirst. This survey needs to be updated while still maintaining data which can be compared against historical data. This survey is administered at the time the student applies to graduate; and the return rate is low, so data are compiled only every few years. Dr. Hirst will work with Institutional Research to make the survey accessible online to improve the return rate.

Suggested changes discussed:

- Under "Professional Development," #5, delete *thorough* understanding.
- Add drop-down menus to access additional questions from graduate programs.
- Add questions related to adequate library, lab, and/or studio resources.

3. Assessment and Review. Dr. Hirst called a meeting of the committee. No chairperson has been selected. This committee will review the program review process and provide recommendations for the Council at the November meeting.

### **Announcements**

- A notice to the international community in higher education concerns India which now has a national accrediting board. Appalachian needs to revisit the current requirement of a 4-year bachelor's degree in order to potentially accommodate a student who has a 3-year

undergraduate degree from an institution with high scores under the Indian accreditation process.

- The Distance Education town hall meeting held on October 11 was well attended. Among the points made at the meeting were the following:
  - Students do not want to drive to class in the evening every week for 3 years, but they also do not want a complete online degree. They favor a hybrid delivery.
  - *UNC Online* doesn't work well and hampers the sharing of campus resources online.
  - Appalachian does not have adequate technology support for faculty and students.
  - New graduate enrollment in distance education dropped 30% off campus. Off campus numbers are largely responsible for the drop in total graduate enrollment.
  - For additional information, refer to the Graduate School web site: Resources for Faculty and Staff, News and Notes (<http://www.graduate.appstate.edu/facultystaff/>).
- Appalachian has been approached by both UNC-Charlotte and UNC-Asheville to offer graduate degree programs/certificates at the graduate centers located on those campuses. The Graduate School will assist programs to connect with these graduate centers.
- Reminder: The Faculty Awards Reception will be held on Thursday, October 20 at 5:00 p.m. in the Solarium of the Plemmons Student Union.

**Additional Announcements** (Attached)

Grants Resources and Services

Sponsored Programs

Research Protections

Motion to adjourn (Lancaster).

**Graduate Studies Report  
For October 2011 Graduate Council  
Holly Hirst**

*(1) Enrollment*

Official fall 2011 enrollment snapshot summary numbers (preliminary):

- Total graduate enrollment 1885, down from 2085 last fall
- On campus enrollment 1012, down from 1048
- Off campus enrollment 907, down from 1077
- New student enrollment: 439 on campus and 239 off campus, down by 206, most of which was off campus.

*(2) Graduate Student Research Funding*

GSAS has distributed round one of its grants. Many of the proposals did not include all of the required documentation, and those students will be reminded to submit all documentation if they choose to resubmit. There are three more deadlines this year. Total to award over the year: \$10,200.

The Cratis Williams Graduate Student Grants have been allocated for Fall. There is one more deadline in Spring. Total to award over the year: \$10,000

*(3) Distance Education Meeting*

The information session was held on October 11 to disseminate the results of the EduCause survey and discuss possible actions to increase enrollment suggested by the survey. More information is available on line:

<http://www.graduate.appstate.edu/facultystaff/index.html>

*(4) Faculty Awards Reception*

The Reception to honor faculty/programmatic awards from ORSP and the Graduate School will be held on Thursday, October 20, in the Solarium of the Student Union at 5:00. Recipients are:

- 100 Scholars Research: Kin-Yan Szeto
- Wachovia Research: Lynn Siefferman
- Transforming NC Research: Can-DOO Project (Brett Taubman, Baker Perry, James Sherman)
- Distinguished Graduate Faculty Member: Rahman Tashakkori
- Academy of Outstanding Mentors: Chris Badurek, Jim Deni, Marie Hoepfl, and the team of Jamie Russell and Chad Everhart (Solar Decathlon)
- Deans' Award for Excellence in Graduate Education: Reading Education MA Program

# Grants Resources & Services

APPALACHIAN STATE UNIVERSITY

## Graduate Council & University Research Council / October 2011 Report from Dr. Pollyanne Frantz, Director

### Initiatives:

- REACH NC expertise portal implementation is in progress. Faculty profiles are in the staging site now. Selected departments will be brought online November 1, 2011.
- The second Faculty Learning Community: Grant Proposal Writing endeavor has begun with six participants.

### Events:

- September “First Fridays” event featuring Drs. Baker Perry, Jim Sherman and Brett Taubman and their work on the Appalachian Atmospheric Interdisciplinary Research Facility -- “AppalAIR” project (Sept. 2 / 33 participants)
- New Faculty and Researcher workshop (Sept. 23 / 9 participants)
- Finding Funding workshop (Sept. 29 / 2 participants)

### Other Activities:

- An internal competition was conducted for the American Honda Foundation’s grants program. This event marks the first use of the AsULearn site for limited submission competitions
- Amy Love developed the following resources for the [website](#):
  - Restructured entire Grants Resources section of website
  - Added “Getting Started” section (simple overview of grant-seeking process)
- Amy Love attended the NC QUEST Technical Assistance workshop (Aug. 31)
- Pollyanne Frantz participated in the National Science Foundation’s ADVANCE Program webinar (Sept. 14) and also attended the NAFSA “Comprehensive Internationalization: Inspiring Campuswide Action” webinar (Sept. 21)
- Frantz and Love attended the UNC Sponsored Programs and Research Council semiannual meeting. Frantz delivered a presentation on Appalachian’s limited submission process and the PARE (Peer Assisted Review Enterprise) initiative
- Funding opportunity samplers were created and distributed to 13 new faculty members

- Frantz consulted with research administrators at Mississippi Valley State University about effective website design and communication tools for research development and proposal development
- Proposal guidelines were written for two new internal funding opportunities: the [Grant Proposal Development Fellowship](#) and the [Microgrants program](#)
- Faculty consultations:
  - Frantz: 5
  - Love: 3
  - Frantz & Love: 2
- Frantz and Love developed GRS reference materials for a resource notebook created for new provost Dr. Lori Gonzalez. Frantz participated in the office visit.

### **Upcoming Events:**

- October “First Fridays” event featuring Dr. Jana Carp and the “Slow Cities Movement” (Oct. 7)
- NIH Academic Enhancement Research Award (AREA) Grants workshop (Oct. 10)
- Finding Funding workshop (Oct. 20)

*For a complete listing of events, see <http://www.orsp.appstate.edu/events/index.html>.*

Office of Sponsored Programs Report  
October 1, 2011

Items of Note

- Year-to-date award information through the end of August is available on the Web at <http://www.orsp.appstate.edu/awards>. A summary follows:
  - 32 proposals requesting \$26,919,602 in contrast to 71 proposals asking for \$11,323,082 during the same period in FY2011. The large increase in dollars requested can be attributed to one large proposal.
  - 44 awards totaling \$2,292,045 in contrast to 65 awards for \$8,817,796 for the end of August in FY2011. Note these figures are for the first budget period when American Recovery and Reinvestment Act (ARRA) dollars are almost extinct and the first fall term without submissions and awards for Appalachian Family Innovations (AFI), which left Appalachian early last spring.
  - As of 10/6/2011 our unofficial figures are:
    - 37+ submissions in progress/under development (several not yet in AGrants)
    - 5 proposals moving through the electronic routing system for administrative approvals
    - 61 submissions requesting \$30,400,455.44 (Total dollars requested for FY2011 was \$58,412,052)
    - 77 awards totaling \$3,310,079
- Workshop Activity
  - AGrants training
    - Only 4 sessions left for faculty – attendance has dropped off
    - Only 4 sessions left for administrators
  - See [www.orsp.appstate.edu/events](http://www.orsp.appstate.edu/events) for the full list of FY2012 offerings
- AGrants/RAMSeS electronic sponsored projects management
  - Principal Investigator (PI) effort reporting still needs final agreement and clarification from the 17 campus Standards Advisory Board and General Administration. In addition, a change to these fields after the PI submits and certifies (electronically signs and electronic internal processing form) requires that the PI recertify. Thus OSP does not recommend and will not be monitoring those fields for accurate data just yet.
  - Questions are coming in regarding visibility of items in local and external AGrants reports. Please note the following:
    - Appalachian viewers can see
      - A table of generic data (i.e., sponsor & title)

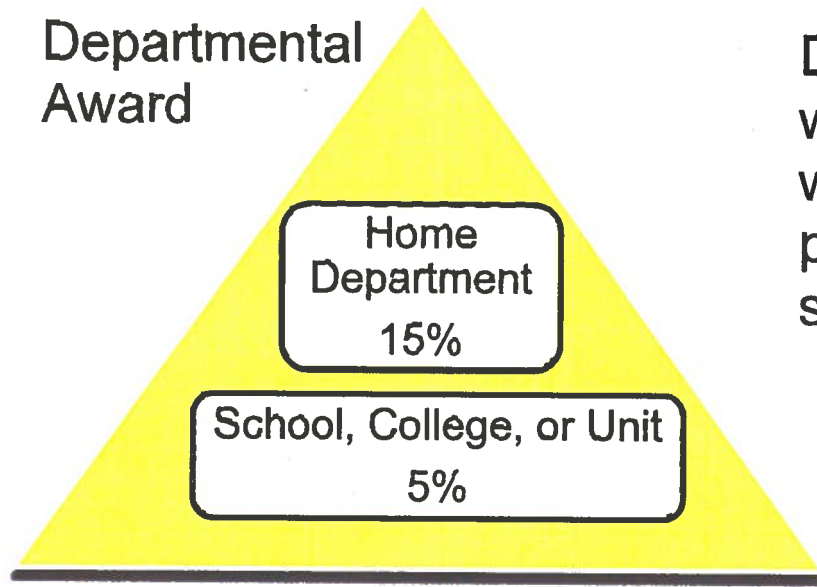


- Abstract links are only viewable when the PI does NOT limit access on the Abstract tab in AGrants
    - Detailed information and attachments for projects on which they serve as PI or CoPI only
    - Detailed information only for the units that one manages
  - UNC General Administration can see all, but will not distribute information that PIs have flagged as restricted
  - Other UNC schools & the general public can see
    - Summative data only (PI, title, sponsor, etc.)
    - Award information only – no submissions
    - Abstracts that have not been restricted on the Abstract tab in AGrants
      - Restricted awards will hold back the abstract and sponsor name
    - Assumption of Risk (AOR) plans for spring – Sponsored Programs will work with the Office of Special Funds Accounting to cooperatively develop procedures that will move the process of establishing a spending account prior to full execution of an award document or prior to receipt of continuation funding to the AGrants system in the spring of 2012. This action requires a department, dean, or other university administrator to assume financial liability for preaward spending.
- American Reinvestment and Recovery Act (ARRA) & Federal Funding Accountability and Transparency Act (FFATA) Reporting – October ARRA reports have been submitted. New federal awards are arriving with FFATA reporting requirements, and rumors of more federal reporting mandates are on the rise. Required for all federally funded projects, Appalachian is presently reporting 2 subawards valued in excess of \$25,000 in the FFATA system.
- OSP is also collaborating with related other campus units (OSP, ORP, General Counsel) to develop Standard Operating Procedures for Nondisclosure and Confidentiality Agreements.

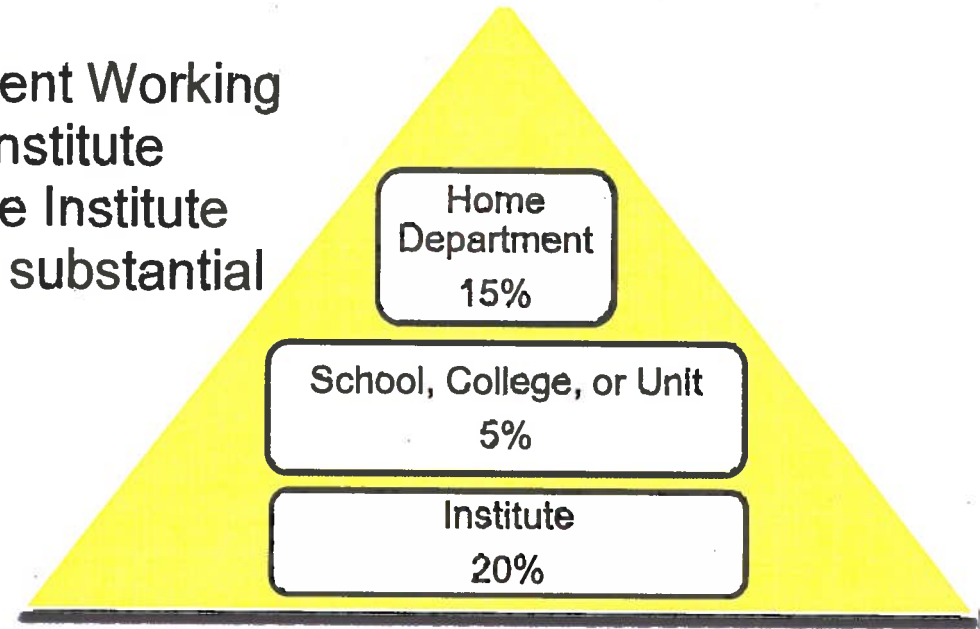
## NEW Business

- OSP would like comment and feedback on a revised graphic that is intended to replace an old Org Chart used to explain F&A Distribution. This file (FandA Distribution Chart Oct\_4.PDF) is attached with our monthly reports.

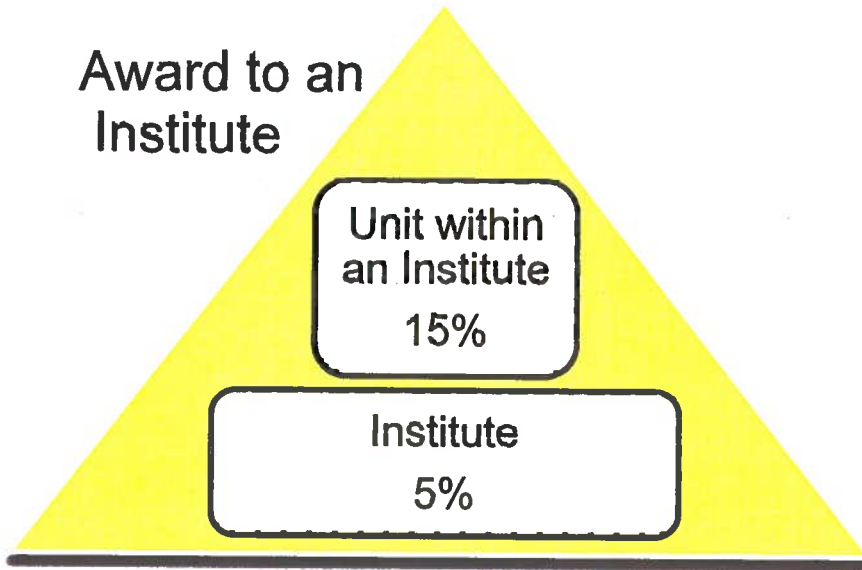
### Departmental Award



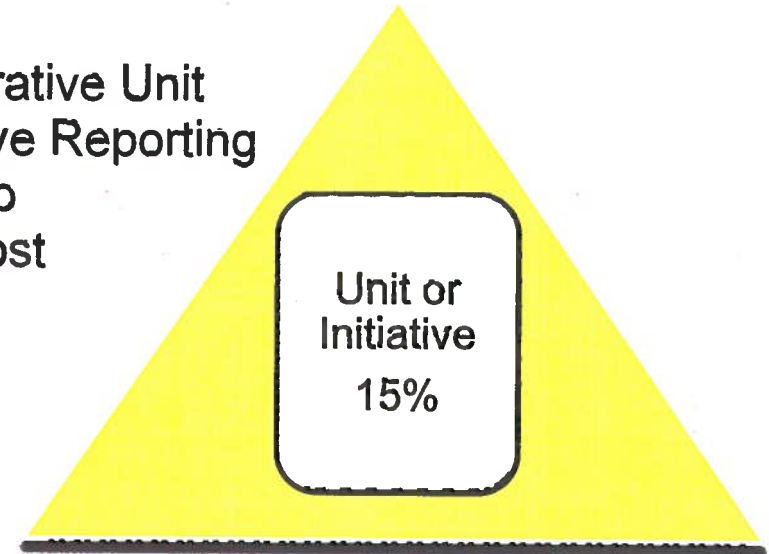
### Department Working with an Institute where the Institute provides substantial support\*



### Award to an Institute



### Administrative Unit or Initiative Reporting Directly to the Provost or VC



## Facilities and Administrative Costs Distribution Chart

\*Account management, office space & supplies, clerical support, telephone, mailing, etc.

Graduate Council & University Research Council / October 2011  
Report from Julie Taubman, Director of Research Protections

Past Events

- Navigating the IRB Process, Robin Tyndall (9/22, 9 participants)
- Town Hall on the Advanced Notice of Proposed Rule Making (10/3, 1 participant)

Items of Note

- IRB: The University of North Carolina General Administration has solicited campus feedback on the U.S. Department of Health and Human Services Advanced Notice of Proposed Rulemaking for revisions to the regulations governing research with human subjects. We are soliciting campus feedback to inform our response due 10/26.
- Radiation Safety: The Radiation Safety Officer is working with a new faculty member in Chemistry to inventory sealed sources and ensure that they are covered by our institutional license.

Upcoming Events

- IRB Administrators will host a second Town Hall on the Proposed Changes to the Human Subject regulations on 10/20/2011.
- Julie Taubman, Oscar Knight, and Amy Love will facilitate a Hubbard Center Workshop on data protections on 11/6.