

**GRADUATE COUNCIL
MINUTES
October 20, 2014
(Approved November 17, 2014)**

Present: John Abbott, Carrie Bush (for Mark Bradbury), Scott Collier, Patty Dale, Jill Ehnenn, Tyler Foley (for Brittany Means), Lisa Houser (for Mary Englebert), Pollyanne Frantz, Elizabeth Graves, Holly Hirst, Marie Hoepfl, Sandra Krause, Gary McCullough, Vachel Miller, Max Poole, Robert Sanders, Tracy Smith, Sandra Vannoy

Excused: Susan Davies, Martin Root, Glenda Treadaway

Absent: Robin Groce, Dru Henson, Heather Norris, William Pelto, Jennifer Snodgrass

Guests: Tina Hogan, Katherine Ledford, Julia Pedigo, Bill Pollard, Doug Roberts

1. Dr. Max Poole called the meeting to order.
2. It was moved (Dr. Hoepfl), seconded (Dr. Ehnenn), and unanimously approved that the minutes of the September 15, 2014 meeting be accepted as presented.
3. Updates from the Graduate School

From Dean Max Poole:

- UNC-GA identified low productivity programs at Appalachian: 6 MA programs (Computer Science, Mathematics, Mathematics Education, English, Psychology, School Psychology, and Music Therapy), and 2 Post-Master's certificates (Reading Education and Specialist in School Psychology).
 - December 12: Institutional review and recommendations are due to UNC-GA
 - January 2015: recommendations by the Office of the President
 - April 2015: presentation to the Board of Governors
- Thesis/Dissertation Reviewers. The Graduate School is looking for thesis/dissertation reviewers. Dr. Holly Hirst is currently the sole reviewer. A small stipend is available to reviewers. If interested, please contact Dr. Poole.

From Associate Dean Rob Sanders:

- October 31: deadline Accelerated Admissions nominations
- November 1: Spring application deadline. Consider contacting applicants still in the pipeline.

From Director of Admissions and Recruiting Sandra Krause:

- Contracting with AppalCart for busboards; recruiting at Elon and ECU; contracting for radio ads; and working with University Communications to develop advertising podcasts.

- Prospective students from Winston-Salem will be on campus on October 24. Students have indicated specific areas of interest, and these Graduate Program Directors or designees are invited to attend.

4. Curriculum Proposals

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.*
- *MUS-MM-2014-1. Update the catalog copy for the Master of Music in Performance*

NOTE: Proposals 1 and 2 are postponed until the November meeting.

MOTION 1: Approve MUS-MM-2014-1 pending clarification on how the language proficiency will be judged and change effective date from Fall 2014 to Fall 2015.

Response by Dr. Pedigo: The language proficiency is not an admission requirement. Once admitted, language proficiency will be screened. The proficiency requirement relates to student understanding vs. correct pronunciation.

Requested action: The School of Music is requested to remove reference to the language proficiency from the 2nd paragraph of the proposed admission requirements. Describe the language proficiency elsewhere in the catalog description, such as Admission to Candidacy.

VOTE 1: With the clarification noted above and change of the effective date to Fall 2015, motion carried unanimously. None opposed.

Doctoral Program

EDL/COE_DOC_2013_2. Add a concentration in Expressive Arts to the doctoral program in educational leadership.

NOTE: Postponed until the November meeting.

Department of Accounting

- *COB-ACC-5350-07. Change the title and description of ACC 5350 to reflect a change in course content. Require the course of all MSA students.*
- *COB-ACC-5590-08. No longer require the course ACC 5590 of all MSA students and change the scheduled offering to on demand.*
- *COB-ACC-5310-09. Change the description of ACC 5310 to better describe the content of the course. Require the course of all MSA students in the general concentration. Changing offering from on demand to fall semester.*
- *COB-ACC-5390-10. Change the description of ACC 5390 to better describe the content of the course.*

- *COB-ACC-5210-11. Change the description to better describe the content of the course. Change in prerequisite to permission of the instructor.*
- *COB-ACC-5270-12. No longer require the course ACC 5270 of all MSA students; change course to on demand.*
- *COB-ACC-5080-13. Change the title of ACC 5080 from "Income Taxation of Corporations" to "Taxation of Business Entities". Change the description of ACC 5080 to better describe the content of the course. Add "or equivalent" to the prerequisite.*
- *COB-ACC-5340-14. Change the description of ACC 5340 to better describe the content of the course.*
- *COB-ACC-5580-15. Change the description of ACC 5580 to better describe the content of the course.*
- *COB-ACC-5640-16. Change in prerequisite of ACC 5640 to reflect change in course title of the prerequisite.*
- *COB-ACC-5660-17. Change in description of ACC 5660 to better describe the content of the course.*
- *COB-ACC-5780-18. Change the description of ACC 5780 to better describe the content of the course.*
- *COB-ACC-5900-19. Change the description to better describe the maximum number of credit hours that can be applied to a student's program of study.*
- *COB-ACC-5240-20. Change the title and description of ACC 5240 to reflect a change in course content. Remove cross-listing with MBA 5240. Add the prerequisite of permission of instructor.*

MOTION 2: Approve Accounting proposals 8 through 20. Approve proposal 7 pending further information.

Proposal 7: Appears to be a significant change to both the title and description. Clarification has been sought on why the number is not being changed (i.e., why this is not a delete/add instead of a change).

Response from Accounting: ACC 5350 is an old course that was required of all majors until 10 years ago. The faculty felt that it was closest to what they needed to address in the curriculum now (post AACSB accreditation visit) and decided to reuse this old course in an updated form. In the unlikely event that a student would have had the old version, the program would allow the old version to count the same as the new version.

Note: No one has received credit for ACC 5350 in the last 7 years.

VOTE 2: With the clarification noted above, motion carried unanimously. None opposed.

MBA

COB-MBA-2014-01. Change the name and description of MBA 5240 to reflect a change in course content. Remove cross-listing with ACC 5240. Remove prerequisites of MBA 5320 or ACC 2110 (Principles of Accounting II) or equivalent.

MOTION 3: Approve as presented.

VOTE 3: Motion carried unanimously. None opposed.

5. **Program Review – Dr. Tina Hogan, Institutional Research Assessment & Planning**

The Graduate Council adopted a Graduate Program Review policy on 11/21/2011: <http://graduate.appstate.edu/facultystaff/progdir/programreview.html>. This review process, however, was postponed due to Program Prioritization review.

The University's Institutional Effectiveness Cycle was approved by the Dean's Council and AP&P in April 2014.

The "Institutional Effectiveness Cycle" is the comprehensive process that integrates strategic planning, assessment, periodic unit comprehensive review, and annual reporting. It is the institutional tool that allows the University to marshal its resources most effectively in support of its mission and to document success in fulfilling its mission.

Through the Periodic Comprehensive Review, all units on campus (academic, educational support and administrative) will go through an in-depth review at least every 7 years. Full implementation of the cycle will begin in 2015-16. During 2014-15, a few units will pilot the comprehensive unit review process. IRAP will work with each college/division to establish a calendar for comprehensive unit reviews between 2015-16 and 2021-22.

For more information, visit <http://irap.appstate.edu/institutional-effectiveness>.

There was consensus that the Assessment and Review Committee of Graduate Council compare the processes of the Graduate Program Review and the IE Cycle and make recommendations as to how the review of graduate programs can be both meaningful and useful. Dr. Poole will call a meeting of the committee. Members include Drs. Bradbury, Collier and Hoepfl.

6. Old Business

A. Rolling Admissions. It is proposed that programs have the option of moving from cohorts to rolling admissions. A subcommittee of the Graduate Council would review requests which include standards, an advising plan, and a teach-out plan.

Proposal:

<http://graduate.appstate.edu/facultystaff/council/agendas/sep14/Rolling.pdf>

Sample Schedules:

<http://graduate.appstate.edu/facultystaff/council/agendas/sep14/Sample-schedules.pdf>

Discussion will continue at the November meeting.

7. Announcements

A. Grants Resources and Services. Dr. Frantz noted that Dr. Jennifer Cecil conducted a workshop on the National Science Foundation's Graduate Research Fellowship program at the end of September. Council members should encourage graduate students to apply.

B. Dr. Ledford announced that Appalachian Studies has a seminar which covers classroom techniques for students who will be placed in teaching situations. If a department does not have a similar course, the Appalachian Studies seminar is open to all graduate students.

8. Motion to adjourn (Dr. Ehnenn).