

**APPALACHIAN STATE UNIVERSITY
GRADUATE COUNCIL
Minutes of the Meeting Held September 21, 2009**

Present: John Abbott, Doris Bazzini, Joseph Cazier, Scott Collier, Susan Davies, Keith Davis, Dave Haney, Serena Heinz, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Alecia Jackson, Jim Killacky, Susan McCracken, William Pelto, Jenny Primm, Martin Root, Glenda Treadaway, Neva Specht, Nancy Schneeloch-Bingham, Lynn Stallworth, Meredith Whitfield

Absent/Excused: Tom Fisher, Pollyanne Frantz, Julie Taubman, Peter Villanova

Absent/Unexcused: Charles Duke, Randy Edwards, Chris Thaxton

Guest: Ed Folts

Dr. Huntley called the meeting to order and asked attendees to introduce themselves.

It was moved (Killacky) that the minutes of the April 20, 2009 meeting be approved. Motion carried. None opposed. No abstentions.

Reports/Announcements from the Dean – Edelma Huntley

- The 2009-10 University Research Council was expanded to include faculty representation from each college as well as campus units involved in research, i.e., Student Research, Student Development, Special Funds Accounting, Faculty Senate, Staff Councils, and Corporate and Foundation Relations.
- McNair Proposal. McNair funding benefits under-represented, first-time/first generation college applicants and tracks them into graduate programs. Previously students were tracked into doctoral programs in the STEM and social science disciplines, but McNair is now opening up for master's level students. The Graduate School in conjunction with Student Research and Gear-Up previously submitted a proposal, but competition was tight. A proposal will be resubmitted with stronger documentation of student retention and graduation.
- GAANN and IGERT funding is now available to master's level students due to recognition that over 70% of U.S. students are enrolled in master's level programs vs. doctoral programs.
- An RFP from the National Science Foundation/PSM is forthcoming for the development of new programs. Appalachian is planning to submit two proposals for student support: 1) nanoscience from Arts and Sciences and 2) nutrition and food systems from Fine and Applied Arts. These are three-year awards. PSMs are interdisciplinary and focus not on the specific discipline but outward to the impact of the program.

- European Union Atlantis Program – discussions are leading to a potential three-way partnership between Appalachian, Angers (France), and Trieste (Italy).

Reports/Announcements from Research Compliance – Edelma Huntley reporting for Julie Taubman

- Effective January 20, 2010, NSF will mandate that any undergraduate, graduate, or post-doc student participating in or supported by an NSF funded program complete Responsible Conduct of Research training. NIH and other federal agencies may follow suit.
- Examples of Export Controls violations and penalties were cited at various universities.
- An animal research audit cites minor points which require response.
- The Institutional Review Board chair is Dr. Tim Ludwig, Psychology.
- An institutional biosafety committee needs to be established.

Reports/Announcements from Sponsored Programs – Susan McCracken

- New mandates require Appalachian to ensure human trafficking is not supported.
- Please visit the following links:
[July 2009 Awards](#)
[August 2009 Awards](#)
[Analysis of Submissions and Awards for 2009-10](#)
[Year to Date Comparison by Department and College, 2008-09 vs. 2009-10.](#)
 Submissions are up \$6M thanks to the American Recovery & Reinvestment Act. Awards are up \$225,000. \$5.5M external funding was recorded by August 30, mostly stimulus funding. \$269,000 was received to fund projects from previous year submissions and/or earmarks.
- Finance Improvement Transformation (FIT) – UNC-GA mandate to decrease the risk factor with grants and contracts and improve internal operating procedures. There is more oversight and reporting, but the university is mindful of spending. Reports on spending of stimulus funds are due weekly to UNC-GA and monthly the Governor's Office and the Federal agency.
- RAMSeS – Online grant submission program for UNC schools. Appalachian may go live by the end of the semester.
- ORSP website has been revamped. Please peruse the website and provide feedback.

Reports/Announcements from Proposal Development – Holly Hirst reporting for Pollyanne Frantz

- September report on activities of Research Development Officers:
<http://www.graduate.appstate.edu/facultystaff/council/agendas/sep09/propdevreport.pdf>
- Research Development Officers: Bill Bauldry (A&S), Ed Brewer (FAA), Jennifer Snodgrass (MUS), David Dickinson (BUS), Megan Johnson (Library), and Lisa Curtin (IHHS). The Education RDO position is vacant.
- In Spring there will workshops to assist undergraduate and master's students interested in doctoral programs to complete applications for NSF graduate research fellowships.

- New Faculty Workshop – approximately 27 participants, including Kannapolis faculty

Reports/Announcements from Federal Relations – Meredith Whitfield

- Earmarks (pending and proposed)
 - Viticulture (A&S) pending October 1 SBA approval of \$712,000 funding
 - World Health Center equipment (FAA)
 - Nanotechnology education and outreach
 - Business incubator for green businesses
 - Biofuels
 - Hops (beer making)
 - Blue Ridge Parkway and the National Park Service
- Federal Agenda. Dr. Baumhover, Dr. Huntley, and Ms. Whitfield will develop a short list for the Federal Agenda in January.
- PIs should investigate partnering with UNC-Asheville or Western Carolina for stronger support from North Carolina congressional leaders.

Reports/Announcements from Graduate Studies – Holly Hirst

- Preliminary data for admission and enrollment for degree-seeking, certificates, and licensure was distributed to members.
- Two proposals were tabled at the April meeting: 1) GJS-16 to add a new concentration Environmental Politics and Policy Analysis to the Master of Arts Program in Political Science and 2) SOC-4 to add an on-line Graduate Certificate in Sociology. The GJS proposal was withdrawn. Dr. Hirst asked that the SOC proposal be moved up on the agenda and considered at this time. There was consensus.

Sociology

SOC 4. Add on-line Graduate Certificate in Sociology

The department responded to questions raised in April by the Academic Policies Committee.

- 1) Sociology was asked to address demand. Dr. Folts responded that the department surveyed 58 community colleges; 90% responded positively to the proposed certificate.
- 2) Dialogue took place between Sociology and Higher Education. HED responded positively to offering teaching content online which would provide an option for off-campus programs.

With subcommittee questions answered, this proposal came off the table. The subcommittee made a recommendation to approve the online graduate certification in Sociology.

VOTE: Motion carried. None opposed; no abstentions.

New Business - Academic Policies Committee – Holly Hirst

Graduate School

GS 200910-01. Change the bulletin policy on timing of Program of Study and make Admission to Candidacy optional for non-thesis master's and specialist programs.

Feedback from graduate programs can be accessed at:

www.graduate.appstate.edu/facultystaff/council/agendas/sep09/GS0910-01response.html

Below is a summary of the changes with an effective date of Fall 2010.

- The Program of Study must be received in the Graduate Records Office prior to completion of 50% of the minimum required hours for the program.
- Students will apply for Admission to Candidacy, if required.
- Master's and Specialist Thesis Programs: (Required) Admission to Candidacy must be approved prior to registering for Thesis hours (5999/6999).
- Other Master's and Specialist Programs: Requirements for admission to candidacy vary by program; please see the program description in this bulletin for more information.

These changes are recommended to make graduation checkout easier. Although it is proposed to remove the Admission to Candidacy requirement, departments have the option to review programs to decide whether to retain Admission to Candidacy. Each should notify the Graduate School of its decision.

MOTION: Dr. Hoepfl moved to approve the changes of the Program of Study at the 50% mark and remove the university requirement of Admission to Candidacy for non-thesis programs, allowing departments to maintain candidacy as appropriate to the disciplines. Second by Dr. Cazier. Dr. Killacky called for the question.

VOTE: Motion carried. None opposed; no abstentions.

Dr. Hirst expressed appreciation to Drs. Bazzini, Davis, Schneeloch-Bingham, Killacky, and Hoepfl for their assistance in drafting the AP&P proposal.

GS 200910-02. Proposal to Add a Central Minimum Criterion for Full Admission to the Grad School

Rationale: To set an objective measure below which only very rare exceptions would be considered for admission if the Graduate Dean approved, and those exceptions would have the first semester on probation to prove they could succeed. Dean's Council mandated 10% provisional admission to the Graduate Dean. This is also in compliance with the recommendation from the Graduate Education Task Force.

Feedback from graduate programs can be accessed at:

www.graduate.appstate.edu/facultystaff/council/agendas/sep09/GS0910-02response.html

Establishment of minimum criteria will allow departmental admissions committees, program directors, and chairpersons to look at the applicant pool and build the best class possible. Criteria above minimum will vary by department. Departments can identify additional criteria to be reviewed for admission, including which tests and/or portions of tests.

Amendments to the proposal:

- Correct the spelling of “resumé.”
- Change “percent” to “percentile.”
- **REGULAR ADMISSION:** To be **CONSIDERED** for regular admission to a degree program in the Graduate School at Appalachian, an applicant must meet one of the criteria below, using the test required for admission to the program (GRE, GMAT, or MAT – check the program section for information on which test is required).
- Meeting one of these criteria does **NOT** guarantee admission to a program; academic departments must **ALSO** recommend admission after consideration of other factors, including recommendation letters, supplemental materials, size and quality of the applicant pool, etc.
 - 3.0 GPA in the last earned degree + official scores from the appropriate admission test(s), OR
 - 2.5 GPA in the last earned degree + official scores at the 25% (or percentile) level from the appropriate admission test(s).
- The program may request that a GPA in the most recent 60 hours of graded coursework completed be used in place of the GPA in the last earned degree.

MOTION: It was moved (Killacky) and seconded (Davis) to approve the proposal to add a central minimum criterion for full admission to the Graduate School. Dr. Killacky called for the question.

VOTE: Motion carried. None opposed; no abstentions.

Dual-listed Courses. Discussions which began in Spring concerning dual-listed courses will continue at the October meeting. This topic stems from recommendations from the Graduate Education Task Force as well as feedback from graduate students. Previously, Graduate Council agreed dual-listed courses are valuable tools that add flexibility for offering senior/graduate level courses in departments with limited resources. There should, however, be specified student learning outcomes and more advanced expectations for graduate students.

Current policy: Dual-listed courses must:

1. Be noted in the bulletin at both levels.
2. Reflect the same content (i.e., the same bulletin description), with increased requirements for graduate students.
3. Go through the curriculum process with syllabi that show the difference in the requirements.
4. Be limited on a program of study to 12 hours for programs of 36 hours or more and to 9 hours for programs less than 36 hours in length.

Graduate Council members are asked to share the following website with colleagues and solicit feedback for continued discussion at the October meeting.

www.graduate.appstate.edu/facultystaff/council/gradcouncildiscussion.pdf

It was suggested that, when appropriate, the Graduate Council and Dean's Council co-author a proposal concerning dual-listed courses.

Another topic for future discussion concerns special topics courses on the Program of Study.

It was moved (Killacky) that the meeting be adjourned.