

**Minutes
Graduate Council
April 24, 2008**

Members Present: Neslihan Alp, Boris Belinskiy, Hinsdale Bernard, Nicholas Boer, Joe Dumas, David Edwards, Ahmed Eltom, John Freeman, Gale Iles, Jonathan McNair, Brian O'Leary, Vicki Petzko, Chris Smith, Joyce Smith, Kim Turner

Members Absent: Roger Briley, Tom Buggey, Linda Fletcher, Kristi Gibbs, Pamela Guess, Mark Schorr, Cathie Smith, Greg Thibadoux

Ex-officio Members Present: Deborah Arfken, Stephanie Bellar, Yvonne Kilpatrick

Ex-officio Members Absent: Theresa Liedtka, Craig Reddock

Guests Present: Marisa Colston, Linda Orth, Mary Tanner

Summary of Actions

- 1) Approved ten-year candidacy timeframe for Learning and Leadership; 14-0-0.
- 2) Approved streamlined approval process for Graduate Faculty membership; 14-0-0.
- 3) Athletic Training, proposal #08-0046G establishing Athletic Training as a major, amended effective date to fall 2008 and approved on second reading; 14-0-0.
- 4) Mathematics, proposal #08-0045G creating MS in Mathematics, postponed second reading until the August 28, 2008 Graduate Council meeting.

Opening of the Meeting and Approval of the Minutes:

Vicki Petzko called the meeting to order and the minutes from the April 10 meeting were approved with the following changes: 1) Delete John Freeman as sub-committee member, replacing his name with Hinsdale Bernard in the third paragraph. 2) Change March to April in the section "Report from other Committees."

Proposal for Changes to the Doctoral Candidacy Timeframe:

John Freeman brought forward for the second reading the proposal that would extend the Ed.D. Learning and Leadership candidacy timeframe to ten years. He stated the clock would start with the earliest class, which would include any class that was accepted for transfer credit. Joe Dumas made the motion to extend the doctoral candidacy timeframe for Learning and Leadership to ten years, which was seconded by Hinsdale Bernard. It passed; 14-0-0.

Streamlined Process for Graduate Faculty Membership:

Vicki Petzko opened the discussion for the second reading to streamline the process for graduate faculty membership that would be effective fall 2008. She stated the process would end with the approval of the Dean of the Graduate School with an appeal process to the Provost. She said that she had discussed the process with Gavin Townsend, Faculty Senate President, who felt that it was a Graduate School and Graduate Council issue and that it should only be an information item forwarded to Faculty Senate. Joe Dumas made the motion to approve the streamlined process for graduate faculty membership, which was seconded by Boris Belinskiy. It passed; 14-0-0.

Curriculum Committee Report:

Jonathan McNair stated the curriculum committee had met and discussed two proposals. Starting with the Athletic Training proposal #08-0046G, he stated that it was very similar to the current program but that it would make Athletic Training a stand-alone program, which the department believes will enhance their accreditation process. He continued that it will not require additional faculty but the major codes would need to be changed. During the discussion, it was noted that originally Athletic Training was a freestanding program but was changed to a concentration within HHP due to restructuring of the former EHLS department to HHP. Mary Tanner noted the effective date was shown as fall 2009 but that it should be for fall 2008. Also discussed was whether it would be able to be reviewed by THEC in June; Mary Tanner noted that it was important to have it at least in process and on the “books” when the accreditation visit was made. A friendly amendment was accepted to change the effective date to Fall 2008. A motion was then made and seconded to approve the Athletic Training proposal. It passed; 14-0-0.

Johnathan McNair brought forward proposal #08-0045G creating a Master of Science degree in Mathematics, stating that it was for a new program and that the timeframe for the committee to review the proposal was very short. He also noted the committee had found seven new courses rather than six.

Some members of the council felt the proposal was moved forward too quickly, without giving them enough time to consider the new master’s level program. Although most felt that once they had time to read it and discuss it with their respective departments, the new program would more than likely be an asset to the curriculum.

Concerns included:

- 1) Will the degree lead to a certification in math?
- 2) How many students the program will bring to the related degree programs?
- 3) Are the programs affected adequately staffed to accommodate an influx of students?
- 4) Should some of the courses be moved from 400 to 500 level?
- 5) Is the time the classes will be offered realistic in order to produce the number of enrollments necessary for the classes to make?

It was decided that in order to give other departments more time to review the proposal, it would be posted on the Graduate School Web site to be reviewed over the summer.

A motion was made to postpone the second reading of the proposal until the first meeting of the 2008-09 Graduate Council on August 28. It passed; 10-0-2

Petitions Committee:

In the committee chair’s absence, Stephanie Bellar stated the petitions committee had been working very smoothly and had good responses from faculty. She was asked to explain Paragraph 4 and she said it was a way for out-of-state students employed in Tennessee to take less than 9 hours at in-state rates if they are full-time, regular employees of a business in Tennessee and that each semester they must submit a letter verifying their employment.

She also said there had been several undergraduate students seeking graduate credit in 400-level courses and that once the committee grants permission the 400-level course is eligible for graduate credit.

400-Level Graduate Credit Committee:

John Freeman, chair, reported that the committee was charged by the Council to review the 400-level courses listed in the Graduate School catalog that are approved for graduate credit. He distributed a report that showed the course numbers, the department name, and the response from each department to an e-mail requesting course syllabi. He stated that not all departments had responded but that from the syllabi received the committee found the majority were out of compliance with the policy of "...substantial difference in expectations...". He said that this was a good place to start but the committee will need to continue its work through the next year in order to be ready for the SACS review.

Other Matters:

Vicki Petzko read the resolution passed by the Graduate Council that she had delivered to Deborah Arfken at the Graduate Student Reception. Deborah Arfken thanked the Council saying that nothing could have been a better gift than to have donations made to the graduate scholarship fund. She said that serving over the last 15 years has never been a job, that it was a shared purpose.

Stephanie Bellar said that Graduate Research and Scholarship Day was a wonderful success and a great way to end the year; she reminded the Council to look for the pictures on the Graduate School Web site.

Yvonne Kilpatrick announced that after careful consideration Bonny Clark had been hired as the program liaison. She said Bonny is very familiar with the campus, administrative computer programs, and most of the faculty. We, in the Graduate School office are very pleased that she will be joining us. In addition, she said the Graduate School hired two graduate assistants, Lisa Brown and Eliza Hegwood, for the summer.

Yvonne also said that Mark Fairchild should be commended for his diligence in keeping up with the workflow during this time and asked the coordinators to thank him for his service.

Vicki Petzko thanked the Council for a great year and wished them a good summer.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Janice I. Uhles
Administrative Assistant
The Graduate School

Minutes were approved by the Graduate Council on August 28, 2008