

Graduate Council Minutes February 2, 2019

The Graduate Council met at 1:00 p.m. in Ingram 101. Dr. Katie Foss presiding

I. Call to Order

Members present:

Helen Binkley, Andrea Dawson, Kimberly Douglas, Michael Fleming, Katie Foss, Jwa Kim, Steven Morris, Luciana Prestes, Mischa Renfroe, Michael Roach, Brian Robertson, Lisa Sheehan-Smith, Jeremy Winters, and Dong Ye.

II. Approval of minutes from last meeting:

- a. Minutes were approved unanimously.

III. Announcements

- a. What the College of Graduate Studies is working on. Presented by Dr. Kimberly Douglass.

- i. The College of Graduate Studies is working on several dynamic forms.

1. Graduate Assistant Summary Dynamic Form is being tested. This will allow program directors to add their approval of all GAs hired.

- ii. Creating a family friendly place for students and potential students.

1. We have created a place for children of students and prospective students to be able to sit and read or play with toys.

- iii. Footprints

1. Footprints is a program connected to email that will allow us to keep up with the progress of requests that have come in through email.

2. We will be able to see where we are doing good and where we need work.

3. This will allow us to pull communication together.

- b. Degree Works

- i. The College of Graduate Studies is currently resolving issues with DPOS to make it as seamless as possible for students.

- ii. Training

- iii. Melissa Houghton is the liaison for program directors.

1. She has been reaching out to program directors.

2. She can schedule more trainings if needed.

IV. Committee Reports

- a. Graduate Faculty Status

- i. Consent Calendar – Approved unanimously.

1. The College of Graduate Studies is looking at tools to streamline the process of applying for graduate faculty status.
 2. We are coordinating with ITD and Academic Affairs to set up an automatic email that contacts people the year before their status expires.
- b. Curriculum Changes
- i. Items 48-50 Mathematical Sciences changing credit hours from 36-48 to 36-42. This was confirmed by Dr. Green.
 - ii. Consent Agenda – Approved
 - iii. 64 – As written, the accepting prior learning assessments is contradictory to the catalog. This part was taken out to be discussed later.
 1. The PLA policy has been in place a long time and is out dated.
 2. This item is approved pending change of the policy.
 3. The catalog currently states, “No graduate credit may be obtained by correspondence or work experience. A maximum of 12 semester hours of residence credit (6 in the major area) may be transferred and applied to a master’s or specialist’s degree.” One of the suggested changes would be, “No credit may be obtained by correspondence. Up to 9 hour may be obtained through prior learning assessment.”
 4. The PLA is connected to a particular course and has to show that it meets all the criteria on the syllabus.
 5. The College of Graduate Studies can come up with a universal form to be filled out by the program director and given to the analyst to mark course as taken.
 6. 64 is approved contingent upon the change being made in the catalog to include PLAs.
- c. Assessment and Review Committee
- i. The web form for communicating between committee members and IAPR worked well. It allows us to generate a record of all comments.
 - ii. Process of External Review
 1. IAPR, Graduate Studies, and Graduate Council make recommendations for who to bring in as a reviewer.
 2. Reviewer speaks with CGS, students, professors, adjunct professors.
 3. The CGS shows reviewer what resources we provide the program, such as graduate assistantships.
- d. ABM Committee – Dr. Fleming
- i. The committee was offered a timeline of steps and goals for revision of policies. They are behind on the timeline.
 - ii. Committee needs to be educated on enrollment, etc.
 - iii. There was a suggestion to separate big picture from technical issues.
 - iv. Alyson Pharris is working on degree plans and meeting with program directors.
 - v. Our program is more put together than most programs.

- vi. ABMs are important to help make the path to graduate school clear.
- V. New Business
 - a. Ad Hoc committee for scholarship reviews.
 - i. We have posted applications for scholarships.
 - ii. We need reviewers after April 1.
 - iii. There will need to be a chair for this committee to report back to the CGS.
 - iv. They will need to make recommendations to Dr. Butler.
 - v. Dr. Foss, Dr. Renfro, Dr. Prestes and Dr. Dong have volunteered.
 - b. Intent to Graduate emails are being deleted by students because they come from an email not from MTSU.
 - c. The students were sent emails with a screenshot of the email they would be receiving from dynamic forms.
- VI. Adjournment – 2:07

Consent Calendar

Adjunct:

Barquero, Laura	Literacy Studies
Brasher, Casey	Elementary and Special Education
Brewer, Janis	Nursing
Farris, Emily	Literacy Studies
Guffey, Amie	Nursing
Hirschmann, Melinda	Literacy Studies
Marks, Brittany	Nursing
Maxwell, Melanie	Elementary and Special Education
Reynolds, Reginald	Accounting
Vaught, Alanna	Agriculture Education
Zimmerman, Kathy	Nursing

Full:

Brewer, Gaylord	English
Brooks, Juanita	Information Systems and Analytics
Carter, Jessica	Agriculture
Collier, Cosette	Recording Industry
Combest, Christopher	Music
Cruikshank, Sally	School of Journalism and Strategic Media
Cui, Song	Agriculture
Dean, Stephanie	Media Arts
Donovan, Ellen	English
Eff, Ellis	Economics and Finance
Ertel, Pamela	Elementary and Special Education
Farley, Richard	Health and Human Performance
Gaitely, Patricia	English
Gambill, Stanley	Information Systems and Analytics
Goldberg, Nancy	World Languages, Literatures and Cultures
Hamby-Grubb, K.	Marketing
Hardin, Vickie	Social Work
Homaifar, Ghassem	Economics and Finance
Lischka, Alyson	Mathematical Sciences
Morris, Pamela	University Studies
Pence, Alicia	Elementary and Special Education
Phillips, Melodie	Marketing
Renfroe, Alicia	English
Rennhoff, Adam	Economics and Finance
Rust, Dianna	University Studies
Sarkar, Medha	Computer Science
Sbenaty, Saleh	Engineering Technology
Seipel, Scott	Information Systems and Analytics

Curriculum Changes

Items to be voted on at once:

Effective Fall 2019

1. ACSI 6010 – course title/catalog description
2. ACTG 5310 – course title/dual listing with ACTG 4310
8. CHEM 6640 – number of repeats
12. ECON 7005 – course number/catalog description
14. ECON 7099 – course number
15. ECON 7130 – course title/catalog description
18. ECON 7950 – course number
28. FIN 6060 – course title/catalog description
29. FIN 6110 - course number/course title
30. FIN 6460 – course title/catalog description
31. FIN 6550 – course title/catalog description
32. FIN 6710 – course title
33. FIN 6730 – course title/catalog description
34. FIN 6750 – course title
35. FIN 6920 – course number/course title
52. MRAT 5330 – course prefix/course number/dual list with RIM 4330
53. MRAT 5333 – course prefix/course number/dual list with RIM 4333
54. MRAT 5335 - course prefix/course number/dual list with RIM 4335
55. MRAT 5390 - course prefix/course number/course title/dual list with RIM 4390
56. MRAT 5440 - course prefix/course number/dual list with RIM 4440
57. MRAT 5480 - course prefix/course number/dual list with RIM 4480
58. MRAT 5580 - course prefix/course number/dual list with RIM 4580
59. MRAT 5585 - course prefix/course number/dual list with RIM 4585
60. MRAT 5590 - course prefix/course number/course title/dual list with RIM 4590
68. PS 5180 – course title/catalog description
69. PS 5190 – course title/catalog description

Proposed New Course

Effective Fall 2019

Aerospace

3. AERO 5775 - Unmanned Aircraft Systems in Research and Applications - Seminar will provide students with an overview of the use of unmanned aircraft systems in research and applications. Special emphasis on regulatory requirements, legal and ethical issues, safety, types of unmanned aircraft, sensors, flight operations, and choosing the right system for research or application. In addition to classroom component, requires occasional meetings at MTSU's Experiential Learning and Research Center for UAS demonstrations and hands-on flight operations. Not for credit for UAS Operations concentration students. Approved contingent upon approval of undergraduate course.

Economics

13. ECON 7090 - Econometrics IV - Prerequisites: [ECON 7060](#), [ECON 7070](#), and [ECON 7080](#). The fourth of four Ph.D.-level courses in econometrics, in which empirical models are used to address

research questions. Topics include the methods of time series analysis, stationarity, autoregressive moving average models, forecasting, dynamic panel regression, and vector autoregression. Incorporates practical applications in Stata, R, and other computing environments. Approved.

16. ECON 7725 - Asset Pricing - Theoretical and empirical research in asset pricing. Topics include debt and equity valuation, securities markets, and portfolio theory.

17. ECON 7730 - Corporate Finance - Theoretical and empirical research in corporate finance. Specifically, an understanding of modern theories of capital structure, dividend policy, corporate control and governance, investment banking, and capital budgeting. Emerging areas of research such as Fintech, market microstructure, venture capital financing, and comparative international corporate finance.

English

21. ENGL 6909 - Masters' Readings - This course is designed to prepare M.A. candidates in English for writing their theses. The course would require the research and construction of a required reading list, regular consultation with the Readings/thesis director, the writing of a prospectus or draft chapter of the thesis, formation of the thesis committee, and a final open public meeting with the proposed thesis committee to discuss the prospectus/chapter and the methodology, structure, and direction of the thesis. Approved.

23. ENGL 7909 - Doctoral Readings - This course is designed to prepare Ph.D. candidates in English for writing their dissertations. The course would require the research and construction of a required reading list, regular consultation with the Readings/dissertation director, writing of a prospectus or draft chapter of the dissertation, formation of a dissertation committee, and a final open public meeting with the proposed dissertation committee to discuss the prospectus/chapter and the methodology, structure, and direction of the dissertation.

Fermentation

26. FERM 6100 - Food Contamination, Safety, and Regulation - This course is designed for Master's-level students. Students will study the USDA, CDC, FDA, WHO and ISO food regulation standards, and discuss the industrial aspects of food processing and microbial detection. Students will examine efforts to alleviate the global biological threats of fermented, processed and minimally-processed foods, and investigate advanced topics related to improving the quality of food products. Students will analyze the limitations of microbial control and detection, and suggest improvements offered by the latest experimental techniques.

Finance

27. FIN 6010 - Foundations of Finance - This course is an introduction to finance at the graduate level. The course begins with the knowledge and tools required to understand and calculate the time value of money. These tools are applied to the valuation of debt and equity. Students then gain a deeper understanding of risk and return and how to quantify these concepts. The course also provides a basic understanding of financial statements and the capital budgeting process.

Information Systems & Analytics

44. INFS 6000 - Information Systems Survey - INFS 6000 Information Systems Survey. Three credit hours. Survey of information systems used to solve business problems. Topics will include but not limited to the basic components of an information systems, the systems development life cycle and data communications technologies. **May not be used for elective credit in graduate business degree program.**

45. INFS 6200 - Modeling for Problem-Solving - Three credit hours. Implements a hands-on approach to model development using electronic spreadsheets emphasizing problem-solving in decision-making situations. Includes but is not limited to, the development and application of extensive spreadsheet modeling skills such as identifying and integrating model assumptions, self-documenting methods, extensive spreadsheet functions, and spreadsheet representational tools like charts and tables.

Physical Geography

61. PGEO 6640 - Graduate Research - In this course, students will be mentored by faculty to conduct research in advanced topics in the field of Geosciences. Students will utilize specialized software packages, laboratory instruments, and/or field methods to measure, analyze, transform, and make inferences of the Earth's natural systems. This research-based course will train students in different research activities, such as experiment design, data collection, field and laboratory measurements, data analysis, interpretation of findings, and documentation of results. Students in the Geosciences MS research track will be required to write and defend a thesis.

Political Science and International Relations

70. PS 5325 - Chinese Politics - The course content is structured into two main sections – domestic and global. The first section examines the origin, development, and future prospects of China's economy and politics. Addressing a wide range of topics, such as the Communist Party, the bureaucracy, and the civil society, this section centers on the question of how power and resistance to power are exercised in contemporary China. The second section focuses on China's global impact by analyzing the nature, extent, and implications of China's power on the world stage. Students will assess China's global impact along four major dimensions – economic, political, security, and cultural. Contingent on the undergraduate course being passed.

Proposed Course Change Effective Fall 2019

Biology

4. BIOL 6390 - Advanced Cell and Molecular Biology - Removal of BIOL 6391 corequisite - We wish to drop the 1 credit hour BIOL6391 lab corequisite thus making BIOL6390 a 3 credit hour lecture only course. Our rationale is that the vast majority of students taking this class are already engaged in laboratory research either as Masters or Ph.D. students and do not benefit from the lab section. Research methodologies are discussed at length as part of the current 6390 lecture course as they pertain to reading and understanding the primary research literature. This is a better way to help the students learn a vast array of methods and their applications as opposed to a very limited lab section where students can only learn rudimentary techniques such as PCR and agarose gel electrophoresis.

5. BIOL 6500 - Special Problems in Biology - Variable hours gives students flexibility to complete the Biology MS in exactly 30 hours. To accurately reflect the range of credit hours to successfully complete the *thesis/dissertation* requirement the thesis/dissertation hours will be 1-4.

English

22. ENGL 6913 - Directed Portfolio - Changing to variable hours and making repeatable (once).

Political Science and International Relations

71. PS 6290 - Practicum in International Affairs – Course repeats and course credit hours - Some students complete their practicum over the course of multiple semesters. Consequently, it is necessary to

make the practicum credit hours flexible so that students can take a 3-credit practicum for multiple semesters rather than 6 credit hours in one semester.

Proposed Program Changes **Effective Fall 2019**

Biology

6. Biology Minor - We would like to terminate the biology minor.

7. Biology, M.S. - Admission Requirements section: Specify that students must identify a thesis advisor in their application. Degree Requirements: Remove point 3 (research tools or foreign language). Change curriculum to more accurately reflect degree by changing major hours to 30-42.

Computational Science

10. Minor changes to the degree requirements have been included to clarify existing policy. For example, the new requirements include "Successfully complete a dissertation, including the final oral defense" is explicitly mentioned. The requirements for *COMS 7500 – Directed Research* has been changed from 12 hours to 12-24 hours. The requirements for *COMS 7640 – Dissertation Research* has been changed from 12 hours to 12-24 hours. To accurately reflect the range of credit hours to successfully complete the *thesis/dissertation* requirement the program hours will be 72-96.

Chemistry

Chemistry M.S. – Changes are to accurately reflect the range of credit hours to successfully complete the *thesis/dissertation* requirement. The new required credit hours are as follows: MS program total credit hours 30-43; required graduate elective credit hours 5-7; required CHEM 6640 credit hours 8-19.

Computer Science

11. Computer Science is revising graduate curricula to accurately reflect the range of credit hours to successfully complete the *thesis/dissertation* requirement. The program hours will increase to 30-36.

. The new program hours will be 3-9 thesis hours and program hours of 30-36.

Economics

19. Economics, Financial Economics Concentration, M.A. - Applicants are expected to possess a satisfactory score on the Graduate Record Examination (GRE). Updating program course requirements without changing the number of hours required in the degree. Updating program requirements for finance courses to correspond to proposed changes to those courses.

20. Economics, Ph.D. - There are multiple changes to the curriculum of the Economics, PhD in order to improve the program without changing the required number of credit hours. We are removing some courses no longer needed and replacing them with new courses. We are also adding additional elective field courses.

English

24. English, Ph.D. - These changes concern enlarging the number of credit hours that may be applied toward fulfilling the degree. To accurately reflect the range of credit hours to successfully complete the

thesis/dissertation requirement, the dissertation hours allowed will be 12-21 making the program hours 60-69.

25. English, Ph.D. - Adding new course, ENGL 7909, to the curriculum.

Finance

Current three concentration structure of the MS in Finance is creating needless confusion among students and faculty that can be solved by eliminating the specific concentrations in favor of a concentration-less degree.

36. Finance, Corporate Finance Concentration, M.S. - Termination of concentration.

37. Finance, General Concentration, M.S. - Termination of concentration.

38. Finance, Investments Concentration, M.S. - Termination of concentration.

39. Finance, M.S. - Change admission prerequisite course to FIN 3010; and new list of core and elective courses.

World Languages, Literatures, and Cultures

40. Foreign Languages, All Concentrations, M.A.T. - Change to the graduation requirements: add the possibility of an additional 6 credit hours of language of concentration to the degree. In addition, the degree must allow for a course that demonstrates competency in a third language, an additional 3 credit hours. To accurately reflect the range of credit hours to successfully complete the *thesis/dissertation* requirement the program hours will be 30-39 hours for non-teaching track and 33-42 hours for teaching track.

History

41. History, M.A. - The number of thesis credits required for the thesis option is being changed from at least 3 to 3-18.

42. History, Public History Concentration, M.A. - The number of credits required for the thesis option has been changed from 33 hours to 33-45 hours, and the number of thesis credits has been changed from 3 to 3-15. Language indicating that no more than three hours of HIST 6640 can be counted toward degree requirements has been removed.

72. Public History, Ph.D. - The department is increasing by 20 credits the number of dissertation credits (HIST 7640) that can be counted toward the degree.

Information Systems and Analytics

43. Information Systems, All Concentrations, M.S. - The candidacy form has been updated to include INFS 6200 as an approved elective and to specify that INFS 6000 is not an approved elective.

Political Science and International Relations

46. International Affairs, All Concentrations, M.A. - Change the GRE requirement from required to optional. Approve contingent upon clarification.

Liberal Arts

47. Liberal Arts, M.A. - The proposed change will include a range of acceptable minimum and maximum credit hours for completion of the M.A. in Liberal Arts. The proposed change will allow students, especially those pursuing the Thesis option, adequate time to complete the thesis if three semester hours is insufficient. The Thesis Research course, required for those pursuing the Thesis option, is variable from 1-6 credit hours. Currently, only three credit hours of Thesis Research are allowable in the degree program. While some students will still be able to complete the program in 30 hours, others may need to register for additional credit hours of Thesis Research to see their Thesis to completion.

Mathematical Sciences

48. Mathematics Expanding the range allows for students who come in needing prerequisite courses, and for students who need extra time doing research for a thesis, General Mathematics Concentration, M.S. - Changing the number of credit hours from 36 to 36-42.

49. Mathematics, Industrial Mathematics Concentration, M.S. - Changing number of hours from 36 to 36-42. Expanding the range allows for students who come in needing prerequisite courses, and for students who need extra time doing research for a thesis.

50. Mathematics, Research Preparation Concentration, M.S. - Changing the number of hours from 36 to 36-42. Expanding the range allows for students who come in needing prerequisite courses, and for students who need extra time doing research for a thesis.

Molecular Bioscience

51. Molecular Biosciences, Ph.D. - Candidate must complete a minimum of 65-95 credit hours as described for the following course of study: Core courses (24 hours), Electives (at least 9 hours), Directed Research*, Dissertation Research.*

*Total hours of Directed Research + Dissertation Research must be at least 32 hours)

Educational Leadership (Womack)

63. Professional Counseling, School Counseling Concentration, M.Ed. - The Professional Counseling degree (school counseling concentration) is requesting approval to increase the number of credit hours required for degree completion from 49 to 61 hours. Courses to be added: COUN 6120 Counseling Exceptional Children, COUN 6165 Advanced School Counseling, COUN 6750 Foundations of Trauma and Crisis in Counseling, COUN 6850 Couples and Family Counseling: Assessment and Treatment, COUN 6765 Diagnosis and Treatment Planning in Counseling, COUN 6886 Trauma-Focused Assessment and Treatment of Children and Adolescents.

62. Professional Counseling, Both Concentrations, Ed.S. – Convert degree from M.Ed. to Ed.S.

Professional Studies

64. Professional Studies, All Concentrations, M.P.S. - The MPS program would like to put in place a formal process for approving up to 6 hours of PLA credit for the prior learning that students admitted to the program bring with them that is deemed eligible for graduate credit. Students would be allowed to apply for PLA credit approval by establishing a portfolio of works for each course for which they are seeking to earn PLA credit. All students seeking PLA credit would work with the University College Prior Learning Assessment Manager throughout the PLA portfolio process. The portfolio would be reviewed by a faculty member who is an expert in the discipline for possible approval. (Note: Only prior learning after the completion of the Bachelor's Degree will be considered and included in the student's portfolio.) We would like for the graduate catalog to state, "MPS students are limited to no more than 6 hours of PLA and transfer credit combined." Approved contingent upon follow up with Faye Johnson, Academic Affairs and Dr. Butler, College of Graduate Studies.

65. Professional Studies, Human Resources Leadership Concentration, M.P.S. - The minimum number of hours required for the MPS-Human Resources Leadership program is 30 credit hours and the maximum is 31 credit hours.

66. Professional Studies, Strategic Leadership Concentration, M.P.S. - The minimum number of hours required for the MPS-Strategic Leadership program is 30 credit hours and the maximum is 31 credit hours. This amendment has been made at the top of the attached degree plan and under "Strategic Leadership Concentration Courses" the statement "*5 courses must be completed, including at least one course from each of the four subject areas and one remaining course from the subject areas or optional electives.*" has been changed to "*At least 5 courses must be completed, including at least one course from each of the four subject areas and at least one remaining course from the subject areas or optional electives.*"

67. Professional Studies, Training and Development Concentration, M.P.S. - The minimum number of hours required for the MPS-Training & Development program is 31 credit hours and the maximum is 37 credit hours. This amendment has been made at the top of the attached degree plan and the words "Specialization Options (3 Hours)" was changed to "Specialization Options (at least 3 Hours)".

Recording Industry

73. Recording Arts and Technologies, M.F.A. - This is a change to the recommended sequence of the degree program and how the recommended sequence is published in the catalog and website. The purpose of the sequence change is to give students more flexibility in how many courses they take each term and to make the first year slightly less intensive. Feedback from students indicates that the current sequence of four courses per term in the first year is very difficult for students. This new sequence spreads the required courses out over the first four semesters. Electives added to the program (5000 level).

74. Recording Arts and Technologies, M.F.A. - Electives added to the program (5000 level). Proposals to follow for all courses cross-listed. Due to the small size of the MFA program, students often have to wait several semesters to take elective courses that are in their area of interest. Several courses of interest to M.F.A. students are offered as undergraduate courses in the Recording Industry Audio Production major. Having the ability to cross list the graduate and undergraduate versions of these electives will give students much more flexibility in their course selection and schedule