

GRADUATE COUNCIL MINUTES

April 27, 2018

The Graduate Council met at 2:00 p.m. in Ingram 101. Chair Richard Meeks presided.

I. Call to Order

Members present:

Helen Binkley, Katie Foss, Eric Oslund, Andrea Dawson, Cosette Collier (in place of Bill Crabtree), Norma Dunlap, Richard Meeks, Mischa Renfroe, Judith Van Hein, Dong Ye, Amy Harris and Vishwas Bedekar

Ex-Officio/Guests present:

David Butler, Vice Provost for Research and Dean, College of Graduate Studies
Kimberly Douglass, Associate Dean, College of Graduate Studies

II. Announcements

A. **Dr. Richard Meeks, Chair**

Dr. Meeks opened the meeting at 2:00pm

B. **Dr. David Butler, VPR and Dean , College of Graduate Studies**

- Dr. Butler discussed with the Graduate Council: 1) digital marketing, 2) GTA block grants, and 3) the pilot Academic Common Market with Alabama. Dr. Butler briefly explained the goal of using digital marketing to boost graduate student enrollment at MTSU.

III. Approval of minutes

The minutes for the March 23rd meeting of the Graduate Council were distributed for review. A motion was made and seconded to accept the minutes as written. This motion passed unanimously.

IV. Sub-Committee Reports

A. **Graduate Faculty and Curriculum Review** **Dr. Katie Foss, Vice Chair**

- Dr. Foss suggested splitting the committee into two committees: one committee will cover Graduate Faculty Membership and another will cover Graduate Faculty Curriculum items.

- The April Consent Calendar is attached.
- *A motion was made to accept the Consent Calendar. The motion was seconded and passed.*

B. Student Affairs and Travel
Dr. Norma Dunlap, Chair

- Dr. Dunlap suggested looking at third parties such as College Net to provide recommendation letters and she recommended that someone do a demo.

C. Policies and Procedures
Dr. Helen Binkley, Chair

- Dr. Binkley has the questions ready and have been put in the survey monkey. Getting ready to send the questions to the appropriate personnel in the Graduate level. This survey is the result of Dr. Douglass asking the Policies and Procedures Committee to begin checking the feasibility of charting a pathway for non-degree seeking students to become degree seeking students.

D. Graduate Program Review
Dr. Vishwas Bedekar, Chair

- No reports at this time.

V. Old Business

VI. New Business

- Dr. Helen Binkley was nominated for 2018-2019 Graduate Council Vice-Chair. A motion was made to accept Dr. Binkley as Vice-Chair. The motion was seconded and passed.
- Dr. Douglass recommended a March 1 deadline for CGS scholarships applications so that members of the Graduate Council can help with decision making she also recommended an April 1 deadline for the Provost Writing Fellowships.
- Dr. Douglass asked the Graduate Council to take a poll of people who will be available during May, June and July, in case any enrollment or grade appeals come up.

There being no further business, the meeting was adjourned at 2:55pm. The next Graduate Council meeting is tentatively set for September 28th.

Minutes respectfully submitted by Kevin Owen

April 2018

Graduate Council – Consent Calendar April 27, 2018

Graduate Faculty Membership

Full

Andrei Korobkov / Political Science/ International Relations / PhD
Brian Slaboch / Engineering Technology / PhD
Moses K. Tesi / Political Science/ International Relations / PhD
Zhen Wang / Political Science/ International Relations / PhD
Chrisila Pettey / Computer Science / PhD
Zhijiang Dong / Computer Science / PhD
Ralph Butler / Computer Science / PhD
Suk Jai Seo / Computer Science / PhD
Yi Gu / Computer Science / PhD
Amanda Flagg / Nursing / PhD
Sherri Stevens / Nursing / PhD
Karen S. Ward / Nursing / PhD
Frank C. Baird / Recording Industry / M.Ed.
Monica Wallace / Psychology / Ph.D.
Dorothy Valcarcel Craig / Educational Leadership / Ed.D.
Paul A. Craig / Aerospace / EdD
Henrique Momm / Geosciences / PhD
Chris Bacon / Journalism / Ph.D.
Stephen D. Morris / Political Science/ International Relations / PhD
Poushali Bhadury / English / PhD
Garrett P. Salmon / Nursing / PhD
Shaun Cullen / English / PhD
Kimberly Douglass / Political Science/ International Security / PhD
Greg Rushton / TSEC/ Chemistry / PhD
Christine Kim / Music / DMA
Karen N. Reed / Walker Library / PhD
Angela DeBoer / Music / MM
Lynn Boyd / Biology / PhD
Mohammed Albakry / English / PhD

Adjunct

James Herman/ Ed Leadership /
William Todd Vickrey / Nursing / MSN
Anthony Burch / Nursing / DNP
Yvonne Creighton / Nursing / MSN
Linda L. Johnson / Nursing / DNP
Jenni Stracener Stinnett / Nursing / DNP
Jim Calder / ALSI EdD / EdD
Brandy Gagliano / Health & Human Performance / PhD
Susan T. Sanders / Nursing / DNP

April 2018

Proposed revision to policy on undergraduates enrolling in graduate courses

Current Policy

Seniors at MTSU with 98 semester hours of credit may be allowed to take up to 12 semester hours of graduate coursework. Approval is required by the undergraduate advisor and by the dean of the College of Graduate Studies. Undergraduate students wanting to take graduate courses must complete the Application for MTSU Undergraduate Students to Take Graduate Work which is available through the College of Graduate Studies. With the exception of students enrolled in an approved Accelerated Bachelor's/Master's (ABM) program, graduate coursework may not be used to meet the requirements for an undergraduate degree.

***NOTE:** The Jennings A. Jones College of Business does not allow undergraduate students to take graduate courses unless they are enrolled in an approved Accelerated Bachelor's/Master's (ABM) program.*

Proposed Policy

Seniors at MTSU with 90 semester hours of credit may be allowed to take up to 12 semester hours of graduate coursework. Approval is required by the department chair and by the dean of the College of Graduate Studies. Undergraduate students wanting to take graduate courses must complete the Application for MTSU Undergraduate Students to Take Graduate Work, which is available through the College of Graduate Studies.

***NOTE:** The Jennings A. Jones College of Business does not allow undergraduate students to take graduate courses unless they are enrolled in an approved Accelerated Bachelor's/Master's (ABM) program.*

Rationale:

This proposed revision takes into account a number of changes that have occurred since it was originally approved. These changes include:

- The 98 hour threshold was in place back when MTSU required 132 hours for the degree but was not reduced when we reduced overall degree requirements to 120 some years ago.
- The existing policy places approval for a student to take a graduate course with the academic advisor and the graduate dean. Again, the current policy was written back when all advising was done by faculty members. Today, academic advising is performed by professional advisors who are less likely to know or understand the necessary skills, knowledge, and ability required for success in a particular graduate course.
- The new policies and requirements for students receiving federal financial aid prevent UG students from receiving financial aid for any course that does not count toward their program of study. This means that a high achieving senior who is interested in taking a graduate course cannot receive federal financial aid to pay for it.
- The proposed revision will allow qualified undergraduates to enroll in a limited number of graduate courses when appropriate, thus increasing the total course enrollment and making it more likely that those courses will be offered.

April 2018

Graduate Curriculum Changes

Mathematical Sciences

New Course

ACSI 6910 Internship in Actuarial Science, effective Fall 2018

Nursing

Program Change

Advanced Practice: Family Nurse Practitioner, M.S.N.

Addition of a withdrawal statement to the MSN admission/progression/retention document.

Proposed Language

Withdrawal from a Course

Only two (2) instances of course withdrawal are permitted without consequences in the MSN program. A student who withdraws from one or more courses is considered one (1) instance of withdrawal.

Students with more than two (2) withdrawals from the MSN program will not be readmitted to the program. Effective fall 2019

Agribusiness and Agriscience

Course Change

AGRI 5100	Microcomputer Application in Agriculture
AGRI 5700	Agriculture in our lives
AGRI 5990	Seminar
AGRI 6000	Research Methods in Agriculture Science
AGRI 6100	Graduate Seminar in Agriculture
AGRI 6450	Problems in Agriscience Technologies
AGRI 6451	Problems in Agriscience Technology- Animal Science
AGRI 6452	Problems in Agriscience Technologies – Plant Science
AGRI 6453	Problems in Agriscience Technologies – Agricultural Mechanics
AGRI 6454	Problems in Agriscience Technologies – Agribusiness
AGRI 6455	Problems in Agriscience Technologies – Forestry and Agricultural Products
AGRI 6640	Thesis Research
AGRI 6910	Problems in Agriculture

April 2018

The official name of the School is being changed from School of Agribusiness and Agriscience to School of Agriculture. We are proposing a prefix change for this course from ABAS to AGRI. This prefix change reflects the School name change at the course level. Effective fall 2019

PLSO 5340 Plant and Soil Science: Genesis of Soil Landscapes
PLSO 5350 Plant and Soil Science: Soil Survey and Land Use

Better match course title and course description to current course content
Effective fall 2019

Sociology and Anthropology

New Academic Program

Non- Degree Applied Social Research Graduate Certificate. Effective fall 2019

Educational Leadership

New Course

COUN 6120 Counseling Exceptional Children

Effective summer 2018

Economics and Finance

New Course

ECON 7400 Health Economics
ECON 7430 Public Finance

Effective fall 2018

English Doctor of Philosophy

Program Change

Change to the admissions policy: add to the requirements for applying to the program the submission of a writing sample of 3000 to 5000 words. Effective fall 2019

English, M.A.

Program Change

Change to admission policy: add to requirements for applying to the program the submission of a writing sample of 2000-5000 words. Effective fall 2019

April 2018

Music Minor

Program Change

Inactivate the GRADUATE minor in music.

Rationale

Lack of students minoring in music at the graduate level. According to university records, the last time that MTSU had a music minor at the graduate level was more than a decade ago (in 2007).

Effective fall 2019

Foreign Languages and Literatures

New Course

FREN 5150	Money, Murder, and Madness
FREN 5160	Social Change in the Francophone World
FREN 5170	The French Graphic Novel
FREN 5180	Comparative Stylistics of French and English

Effective fall 2018

Media and Communication

New Course

MC 6240	Public Relations Theory
MC 6270	Public Relations Storytelling

Effective fall 2018

Health and Human Performance

Course Change

HHP 6100	Qualitative Writing Workshop in Health and Human Performance
HHP 7100	Qualitative Writing Workshop in Health and Human Performance

HHP 6100 is a writing workshop and is tailored to the student's needs at a given point in his/her program of study. For example, a student may use the course in her second semester to learn how to organize information for a term paper and might use it a year later to finish writing her thesis. In short, learning to write is a cumulative and iterative process that evolves during the student's career. Additionally, no other courses in our department place explicit emphasis on the process and mechanics of writing.

Effective fall 2018

Library Science

Course Change

LIBS 6020	Organization of Information
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One issue the MLS Program is facing regarding accreditation with the American Library Association is that the titles of some of our courses are dated. This course, Organizing Library Resources, is one such

April 2018

example. Thus, I am proposing a change to the course's title to "Organization of Information." While the course's *content* retains a focus on organizing resources found typically in libraries, many concepts that the course teaches may be applied in a large number of information organizations such as museums and archives. Also, Organization of Information is a course title used with great regularity for core courses on this topic in a *large* number of library and information science schools.

LIBS 6331 Library Systems and Automation

LIBS 6030-Information Technology for Information Professionals, a new course that also has been submitted for review, will serve as a prerequisite for LIBS 6331-Library Systems and Automation.
Effective fall 2019