

# ***Graduate Council Meeting Minutes***

September 13, 2019

The Graduate Council met in the MT Center at 1:00 p.m., Dr. Helen Binkley presiding

## **I. Call to order**

Members Present: Helen Binkley, Michael Fleming, Brandon Grubbs, Jwa Kim, Dawn McCormack, Dan Morrell, Pam Morris, Steven Morris, Luciana Prestes, Mischa Renfroe, Michael Roach, James Robertson, Saleh Sbenaty, Lisa Sheehan-Smith, Samantha Stolze, Judith VanHein.

Guests Present: Dr. Mary Hoffschwelle

## **II. Introductions**

Dr. Binkley asked everyone to introduce themselves and tell something interesting they did over the summer break.

## **III. Charge**

Dr. McCormack stated that there is currently not an official charge, but work will begin on one. She said that the Graduate Council should be student centered, assist faculty, and help to guide policy. What the Graduate Council does is one of the most important things on this campus – representing the voices of the faculty. Dr. McCormack expressed her appreciation of the members' willingness to be on the Council.

## **IV. Approval of Minutes from Last Meeting**

All Graduate Council meeting minutes will be located on the College of Graduate Studies website under the Graduate Council section. This will allow more content and a history of the meeting minutes.

A motion to approve the minutes from the last Graduate Council meeting on April 26, 2019, was made by Steve Morris. A second was made by Michael Fleming and the minutes were unanimously approved.

## **V. College of Graduate Studies Update**

Dr. McCormack began in her position as Associate Dean for the College of Graduate Studies on August 1, 2019. She is working on internal processes to better serve students, faculty, and staff. There is a current search for her executive aide, which will allow Dr. McCormack to focus on faculty and staff, while the other staff members focus on serving students.

Radius is still in the testing stages, but getting closer to being live.

Degree Works should be up to date by September 20.

CGS is working to make things smoother.

Dr. McCormack's goal is to provide students, staff, and faculty with the best experience possible.

## **VI. Committee Reports**

### **A. Curriculum Changes – Curriculum Sub-Committee**

Twenty one items were on the list approved by the Curriculum sub-committee  
Dr. Morris put forth a motion that all Curriculum changes be approved  
Dr. Morrell seconded the motion and all members approved the curriculum changes.

### **B. Consent Calendar - Graduate Faculty Status Sub-Committee**

Dr. Jwa Kim made a motion that the 12 Adjunct and 36 Full Faculty applicants be approved as Graduate Faculty. Dr. Steven Morris seconded the motion and all members approved the Graduate Faculty applicants.

## **VII. Graduate Faculty Status Policy Update and Approval**

There was discussion about the policy which had originally been approved at the April 26, 2019 Graduate Council meeting. The policy was revisited and amendments were made to the Graduate Teaching Status:

Added to privileges: Thesis/dissertation reader

A note was also added: Those with Graduate Teaching Status may apply for Graduate Faculty Status when they meet the criteria of Graduate Faculty.

The Graduate Council unanimously approved the policy once the amendments were made.

## **VIII. ABM Update**

Dr. Mary Hoffschwelle came and spoke to the Graduate Council about changes that occurred to the ABM program during the summer.

The regional accreditor, SACSCOC, wanted to take a closer look at the ABM pathways. During this review, it was determined that an accredited program must have appropriate academic rationale. The accreditor will not agree to a rationale that is

based upon lowering costs for students or based upon recruiting or competition in the marketplace.

MTSU must appropriate all justifications for all of our ABM pathways.

A meeting was held with the Provost and Dr. McPhee to discuss this and Dr. McPhee's approach is what will keep our university safe.

There is an ABM workgroup that is meeting to outline a policy that will then be sent to the ABM sub-committee for review. At this point, the ABM policy will need to be revisited and all associated procedures will need to be revised. Dr. Hoffschwelle will meet with the ABM sub-committee to share information.

Students admitted in Fall 2019 and Spring 2020 are "grandfathered in". Admissions for Fall 2020 will need to be paused until new policies are in place.

The program will not be advertised as a "fast track"; but as an academic program for selective students.

There must be continuous improvement on how pathways policies and procedures are followed.

The goal is to be able to not have a break in student enrollment for Fall 2020.

#### **IX. Election of Vice Chair**

Dr. Pam Morris agreed to be the Graduate Council Vice-Chair. Dr. Steven Morris seconded the motion and all members approved.

#### **X. New Business**

Dr. Kim asked if language could be added to the Graduate Faculty application so applicants would limit the amount of attachments they send.

Dr. Van Hein asked about Radius. Dr. McCormack explained that it is a new application system. CGS is waiting to see it work all the way through before going live. The good thing is that if something is not correct in Radius, we can always use our old system.

Policies and Procedures Committee need to set meeting dates.

Dr. Binkley moved to adjourn the meeting. Multiple members seconded, and the meeting was adjourned at 2:30.

# Curriculum Changes

## September 13, 2019

### English

- **English, Ph.D.** – Change to admission, retention, progression, or graduate policy – Add the following statement concerning the foreign language requirement: **The requirement may be waived for students whose native language is not English. Effective Summer 2020**

### Health and Human Performance

- **Human Performance, Ph.D.** – Change in number of hours of an existing academic program; change in curriculum – Dissertation hours changing from 12 to 12-24 making degree hours 60-72; effective Summer 2020
- **HLTH 6350** – New course – Spatial Epidemiology; effective Spring 2020

### Tourism and Hospitality Management

- **THM 5110** – New course – Tourism and Hospitality Planning and Development; dual list with THM 4110; effective Summer 2020
- **THM 5200** – New course – The Hospitality and Hotel Industry; dual list with THM 4200; effective Spring 2020
- **THM 5210** – New course - Customer Service in Tourism and Hospitality Management; dual list with THM 4210; effective Spring 2020
- **THM 5220** – New course – International Tourism; dual list with THM 4200; cross list with FL 5220; effective Summer 2020

### Marketing

- **BCED 5645** – New course – Issues and Trends in Corporate Communication; dual list with BCED 4645; effective Summer 2020

### Nursing

- **NURS 6303** – Course discontinuation; effective Summer 2020
- **NURS 6304** – Course discontinuation; effective Summer 2020
- **NURS 6305** – Course discontinuation; effective Summer 2020
- **NURS 6307** – Course discontinuation; effective Summer 2020
- **NURS 6309** – Course discontinuation; effective Summer 2020
- **NURS 6505** – Course discontinuation; effective Summer 2020

- **NURS 6515** – Course discontinuation; effective Summer 2020
- **NURS 6545** – Course discontinuation; effective Summer 2020
- **NURS 6635** – Course discontinuation; effective Summer 2020
- **Summer Admission Cycle for MSN students to be discontinued;** effective Summer 2020

### **Psychology**

- **PSY 5350** – Course discontinuation; effective Summer 2020
- **PSY 5370** – Course discontinuation; effective Summer 2020
- **PSY 6370** – Course discontinuation; effective Summer 2020

## **Graduate Council – Consent Calendar September 13, 2019**

### **Adjunct Faculty:**

John Black	Aerospace
Bruce Cahoon	Biology
Ann Collette	Education
Shannon Duncan	Educational Leadership
Raven Gardner-Ducett	Elementary and Special Education
Frances Henderson	English
Tyler Henson	Educational Leadership
Kathryn Moisant	Womack Educational Leadership
Leah Mueller	Nursing
Laura Shackelford	Nursing
Penny Thompson	Elementary and Special Education
Peter Trager	Economics and Finance

## Faculty:

Bonnie Barksdale	Elementary and Special Education
Michelle Boyer-Pennington	Psychology
Thomas Brinthaupt	Psychology
Nancy Caukin	Educational Leadership
David Cyzak	Music
Teresa Davis	Psychology
Christabel Devadoss	Global Studies and Human Geography
Heather Dillard	Womack Educational Leadership
Donna Dopwell	Social Work
Carmelita Dotson	Social Work
Diane Edmondson	Marketing
Mary Evins	History and University Honors College
Terry Goodin	Educational Leadership
Alisa Hass	Geosciences
Michael Hein	Psychology
Aimee Holt	Psychology
Natalie Hoskins	Communication Studies
Sisavanh Houghton	Art and Design
Thomas Jurkanin	Criminal Justice
Jennifer Kaplan	Mathematical Sciences
Jing Kong	Chemistry, COMS
Justyna Kostkowska	English
William Levine	English
Glenn Littlepage	Psychology
Pete McCluskey	English
Keely O'Brien	Agriculture
Joshua Phillips	Computer Science
Robyn Ridgley	Elementary and Special Education
Robert Rogers	Criminal Justice
Tiffany Rogers	Psychology
Steven Schuster	Finance and Economics
Lance Selva	Criminal Justice
Rohit Singh	Philosophy and Religious Studies
Rajesh Srivastava	Marketing
Angela Tipps	Music
Cheryl Ward	Marketing

# Graduate Faculty Status Policy Update

## Current System

### Full Graduate Faculty Status (5 year term)

- **Eligibility**  
Tenured/tenure track MTSU Faculty
- **Requirements:**  
Experience teaching grad classes  
Letter from chair or program director  
Evidence of recent scholarship
- **Privileges:**  
Mentor grad student thesis/dissertation  
Chair thesis/dissertation committees  
Teach grad classes  
Thesis/dissertation reader
  
- **Currently no middle (2<sup>nd</sup>) tier**

### Adjunct Graduate Faculty Status (3 year term)

- **Eligibility:**  
Non-MTSU personnel  
MTSU FTTs  
MTSU Adjuncts
- **Requirements:**  
Letter from chair or program director  
CV showing scholarship
- **Privileges:**  
Teach grad classes  
Thesis/dissertation reader

## Proposed New System

### Graduate Faculty Status (5 year term)

- **Eligibility:**  
Tenured/ tenure track MTSU faculty
- **Requirements:**  
Experience teaching grad classes  
Letter from chair or program director  
Evidence of recent scholarship
- **Privileges:**  
Mentor grad student thesis/dissertation  
Chair thesis/dissertation committees  
Teach grad classes  
Thesis/dissertation reader

### Graduate Teaching Status (5 year term)

- **Eligibility:**  
Tenured/ tenure track MTSU faculty
- **Requirements:**  
Letter from chair or program director to grad council  
CV showing relevant experience/activities
- **Privileges:**  
Teach grad classes  
Thesis/dissertation reader
- **Restrictions:**  
Cannot mentor grad student thesis/dissertation  
Cannot chair thesis/dissertation committees

Note: Those with Graduate Teaching Status may apply for Graduate Faculty Status when they meet the criteria.

## **Adjunct Graduate Faculty Status (3 year term)**

- **Eligibility:**
  - Non MTSU personnel
  - MTSU FTTs
  - MTSU Adjuncts
- **Requirements:**
  - Letter from chair or program director
  - CV showing scholarship
- **Privileges:**
  - Teach grad classes
  - Thesis/dissertation reader

