Graduate Council
Meeting Minutes
October 11, 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, Jwa Kim, Dawn McCormack, Dan Morrell, Steven Morris, James Robertson, Saleh Sbenaty, Lisa Sheehan-Smith.

There was not a quorum for voting purposes. Dr. Binkley suggested that the Graduate Council vote via email based upon recommendations of the members who were present. Dr. Steve Morris moved to vote online and Dr. Sheehan-Smith seconded the motion.

II. Approval of Minutes from Last Meeting

The meeting minutes from the September 13, 2019 meeting were approved via online voting of the Graduate Council members.

III. College of Graduate Studies Update

- Dr. McCormack informed the Council about revisions of Dynamic Forms. A list detailing which Dynamic Forms are online and an explanation of each form was sent to program directors.

- Degree Works has had some issues in the testing phase. All catalog changes will go live once Degree Works does.

- Radius is still having issues and will not go live until all current issues have been resolved. Radius will not run in conjunction with DocuShare, but we can go back to DocuShare for portions of the process if needed.

- A survey is going to be sent to directors about the admissions process to their programs.

IV. Committee Reports
A. Curriculum Changes – Curriculum Sub-Committee

B. Consent Calendar - Graduate Faculty Status Sub-Committee

All Curriculum changes were approved via online voting of the Graduate Council members.

All Graduate Faculty applicants were approved via online voting of the Graduate Council members.

V. **New Business**

Dr. Binkley moved to adjourn the meeting. Multiple members seconded, and the meeting was adjourned at 1:20.

Curriculum Changes
October 11, 2019

Nursing

Nursing, Advanced Practice Family Nurse Practitioner, MSN – Change to admission, retention, progression, or graduation policy

1. Change in Readmission language: **Current language** - "Readmission to the graduate program is not guaranteed. Readmission students fall under the same admission guidelines as first-time admissions to the program."

   Proposed language - "Readmission to the graduate program is not guaranteed. Readmission students fall under the current admission guidelines at the time of their readmission." – **A link can be added from the Graduate catalog policy**

2. Change in Prerequisite language **– delete this statement:** "Students enrolled in a nursing course for which prerequisites have not been met will be subject to administrative withdrawal from the course."

3. Change in Program Dismissal language **– delete the following statements:**
   - "The School of Nursing Admissions Committee will make all decisions regarding a student's dismissal from the graduate program."

- "A student dismissed form the Master of Science Nursing program within the School of Nursing will not be considered for another track."
- **Current language** - "In the event a student has cause for dismissal, the student will be notified a minimum of 3 working days prior to the School of Nursing Admissions Committee meeting to discuss their dismissal. It is the student's responsibility to inform the committee via the MSN academic advisor and provide documentation of any extenuating circumstances that could influence the dismissal decision.

  The Admissions Committee will make all decisions regarding a student's dismissal from the School of Nursing. Students will receive notification via their MTmail account and in writing via standard mail regarding the decision after the committee has met."
  Delete the above statements and add the following language so BSN and MSN program dismissal is the same.

  "The following process will be used for clinical conduct leading to possible program dismissal:
    - Course faculty contacts Director when faced with a situation or case that could possibly result in dismissal from the MSN program.
    - Director forms ad hoc panel composed of three (3) nursing faculty with no conflict of interest
    - Panel will review documentation regarding case and hold separate hearings with the student and faculty
    - Panel will forward recommendation for dismissal/non-dismissal to Director with an explanation of the reasons for the decision
    - Director will notify student of the decision in writing.

4. Change in Repeating a Course language: **Current language** - "If a student does not successfully complete a nursing course with a 'B' or better, the student may repeat the course **one (1) time only** without consequences. If a student is unsuccessful in the course a second time, the student will be dismissed from the program. Only two (2) different courses in the program may be repeated."

Proposed language – "If a student does not successfully complete a nursing course with a 'B' or better, the student may repeat the course **one (1) time only** without consequences. The course repeat must be taken in the next academic term in which the course is offered. No other clinical courses can be taken during that term. If a student is unsuccessful in the course a second time, the student will be dismissed from the program. Only two (2) different courses in the program of study may be repeated."

5. Change in Course Withdrawal language – **There is no current language. Proposed language** – "Students may withdraw from a single course one (1) time only. Students with two (2) withdrawals from a single course will not be readmitted to the MSN program." **Susan Fieldhouse suggested that the first sentence be removed from the proposed language.**

Criminal Justice
- **CJA6990 –** New course – Graduate Capstone Course; This capstone course is an alternative to requiring a Master's thesis; effective Spring 2020

Health and Human Performance
- **HLTH6851 –** New course – Advanced Epidemiology; dual list with HLTH7851; effective Spring 2020
- **HLTH6855 –** New course – Field Epidemiology; dual list with HLTH7855; effective Spring 2020
- **HLTH7350 –** New course – Spatial Epidemiology; dual list with HLTH6350; effective Spring 2020
- **HLTH7851 –** New course – Advanced Methods in Epidemiology; dual list with HLTH6851; effective Spring 2020
- **HLTH7855 –** New course – Field Epidemiology; dual list with HLTH6855; effective Spring 2020

Leisure Sport & Tourism Management, M.S. – Proposal to change the name of the program from "Leisure and Sport Management" to "Leisure, Sport, and Tourism Management"; effective Summer 2020

Human Sciences

- **NFS7600 –** Course change – Nutrition and Obesity; dual list with NFS6600; effective Summer 2020

ALSI

- **ALSI7630 –** Course change – Title to be changed to "Advanced Qualitative Research Methods"; effective Summer 2020

Womack Educational Leadership

- **College and University Teaching Certificate –** change to admission requirements; change to curriculum of existing major (including concentrations), minor, or certificate; effective Summer 2020
    1. Change the current admission requirement form "an earned bachelor's degree …"to Be fully admitted into a terminal graduate degree program at MTSU or Have earned a terminal degree."
    2. Remove "to be fully admitted to a terminal degree program at MTSU" from the Application Procedures section.
    3. Remove "meet all of the retention and graduation requirements of the College of Graduate Studies at MTSU." from the Certificate Requirements section.
    4. Reword the last item in the Certificate Requirements section to read "Create a Teaching Portfolio."
    5. Remove all 6000 level courses and the electives section of the required courses. Remove FOED 7560.
    6. Add the 3 courses: SPSE 7551, SPSE 7450, and FOED 7520 as required Major Field Courses.
    7. Add SPSE 7001 as the new required Teaching Practicum course.
    8. Remove "With the approval of their doctoral program director, students may count up to 9 hours of the certificate….." from the Program Notes section.

9. Remove "Award of this certificate is concurrent and contingent upon award of terminal degree" from the Program Notes Section.

- **SPSE6005 –** New course - Student Affairs in Higher Education; dual list with SPSE7005; effective Summer 2020
- **SPSE6007 –** New course – Student Success in Higher Education; dual list with SPSE7007; effective Summer 2020
- **SPSE7001 –** New course – College Teaching Practicum; effective Summer 2020
- **SPSE7005 –** New course – Student Affairs in Higher Education; dual list with SPSE6005; effective Summer 2020
- **SPSE7007 –** New course – Student Success in Higher Education; dual list with SPSE6005; effective Summer 2020

English
- **English, Ph.D. –** Change to admission, retention, progression or graduation policy – Add the following language to the catalog: **Students in the English PhD program who have earned an MA in English at MTSU may apply 12 hours of course credit form the MA program toward the PhD degree.**

Graduate Council Consent Calendar
October 11, 2019

Adjunct Faculty:

Michelle Arnold	Womack Educational Leadership
Sharon R. Cochrane	Educational Leadership
Derek W. Frisby	History/Global Studies & Human Geography
Kim Lilley	Elementary & Special Education
Ted Peetz	Health & Human Performance
Joe Phillips	Education
Christine Tennyson	Elementary & Special Education
Ray Wiley	Health & Human Performance
Carole Willis	Elementary & Special Education

Full Faculty:

Rafet Al-Tobasei	Computer Science
Jun Da	World Languages, Literatures & Cultures
Elizabeth Dyer	TN STEM Education Center
LaToya Eaves	Global Studies & Human Geography
Jessica Hejny	Political Science & International Relations
Dovie Kimmins	Mathematical Sciences
Darren E. Levin	Theater & Dance
Katherine Anna Mangione	Elementary & Special Education
Gregory L. Nagel	Economics & Finance
Kari Neely	World Languages, Literatures & Cultures
Suman Neupane	Physics & Astronomy
Ryan Otter	Biology
DeAnne Priddis	Communication Studies
William Robertson	Physics & Astronomy
Tiffany Rogers	Psychology
Donald P. Roy	Marketing
Sonya Sanderson	Health & Human Performance
William Shulman	Criminal Justice Administration
J. Jeremy Winters	Elementary & Special Education