

GRADUATE COUNCIL MINUTES

March 25, 2009

The Graduate Council met at 3:00 p.m. in the 1st Floor Conference Room of the Sam Ingram Building. Vice-Chair Vince Smith presided.

I. Call to order

Members present:

Kevin James, Mary Lou Veal, Ronald Ferrara, Robert Kalwinsky, Gore Ervin, Teri Davis, Clare Bratten, and Melissa Moss

Ex-Officio members present:

Peter Cunningham, Associate Dean, College of Graduate Studies
Philip Phillips, Associate Professor, English

II. Announcements

A. Dr. Vince Smith, Vice-Chair

Dr. Smith called the meeting to order.

B. Dr. Peter Cunningham, Associate Dean, College of Graduate Studies

Dr. Cunningham reported that departments can fill all of the GA slots that they had allocated last year. The GA budget that the CGS will receive from the University will be the same as last year, with increases for new program commitments (in Literacy Studies and Public History) and for any tuition and fee adjustments.

Dr. Cunningham noted that we will need to increase applications from international students. In the past, there has been about a 25% yield from applications received. A part of increasing international student enrollment will include improving that yield percentage.

III. Approval of minutes from last meeting—February 25, 2009

A motion was made to accept the minutes of the February 25, 2009 meeting. The motion was seconded and passed.

IV. Sub-Committee Reports

A. Graduate Faculty and Curriculum Review

Dr. Kevin James, Chair

- Consent calendar attached --- At last month's meeting the proposed new course, PSY 7120 Introduction to Program Evaluation in Schools and Communities, was removed from the consent calendar and tabled because of the possible overlap with SOC 6660, Program Evaluation. After consultation, the Psychology and Sociology departments have decided to cross list the course once a course number has been obtained. A motion was made to take up the new course proposal on this month's consent calendar and have the council vote by email. The motion was seconded, but not passed. The new course proposal will need to be placed on April's consent calendar once the course number is obtained and the necessary paperwork is forwarded to the College of Graduate Studies.
- A motion was made to accept the consent calendar. The motion was seconded and passed.

B. Student Affairs and Travel
Dr. Bren Martin, Chair

- No report

C. Policies and Procedures
Dr. Teri Davis, Chair

- Dr. Davis distributed handouts detailing possible options for thesis/dissertation compensation. The possible options were 1) summer pay and 2) banking.
- For the **summer pay** option, the idea is to pay thesis/dissertation supervision at the same level as independent study (.1 per credit hour). Currently, most departments list thesis credit at this rate on the workload forms.
- Under **banking**, there were two options explored. The following information outlines the number of course reductions that would occur under two different banking options. According to the Fall 2008 *Guidelines for Determining Faculty Workloads (part L)*, thesis/dissertation supervision should be granted credit according to the following guideline:

50 clock hours = one credit hour

Option 1: Supervision of 6 theses or 3 dissertations = 1 (three credit) course release

Option 2: Supervision of 5 theses or 3 dissertations = 1 (three hour) course release

Timeframe/Limits:

- a) It is recommended that there be no time limit for the completion of the required number of theses or dissertations. Thus, faculty in departments that produce relatively few theses/dissertations could still be rewarded for their effort.
- b) Once a faculty member has completed the required number of theses/dissertations the course release should be given within the next three semesters.
- c) A thesis/dissertation is considered completed once the College of Graduate Studies sends the student and thesis advisor the letter of acceptance.

Impact of Banking Options: Option 1 would lead to a maximum of 17 course releases per year across the University for thesis supervision and 5 course releases for dissertation supervision. Option 2 would lead to a maximum of 20 course releases per year for thesis supervision and 5 for dissertation supervision. These numbers assume that one faculty member supervises 6 theses or 3 dissertations in a year. It is more typical for a faculty member to supervise one or two theses or dissertations in a year.

Dr. Davis will bring the Thesis/Dissertation Compensation Plan on next month's agenda as two separate resolutions: 1) Faculty should be compensated and 2) How will faculty be compensated

D. Graduate Program Review
Dr. Jane Marcellus, Chair

- No report

**E. Catalog Committee
Ad Hoc Only**

V. Old Business

VI. New Business

There being no further business the meeting was adjourned.

Minutes submitted by: Melissa Hawkins, Recording Secretary

Graduate Council – Consent Calendar

March 25, 2009

Graduate Faculty Membership

Adjunct

Bill Heath / Educational Leadership
Laura M. Pruett / Music

Associate

Fred E. Beemon / History.
Jennifer E. Marchant / English

Full – Initial Appointment

Wendy S. Beckman / Aerospace
Cedric C. Dent / Music
Robert K. Kalwinsky / Electronic Media Communication
Ronald E. Kates / English
Andrew A. Owusu / Health and Human Performance
Raymond D. Thomas / Music

Full – Reappointment

Thomas W. Hutchison / Recording Industry
Abdul M. Khaliq / Mathematical Sciences
Judith L. Van Hein / Psychology

Doctoral – Initial

Rhonda L. McDaniel / English

Doctoral – Reappointment

Stuart E. Bernstein / Psychology
Martha P. Hixon / English
Tibor Koritsanszky / Chemistry
Philip E. Phillips / English

Curriculum Changes

School of Music

Changes in Credit Hours

MUS/THEA 5570 **The Body Intelligent: A Study of the Alexander Technique**, change credit hours from 2 hours to 3 hours, effective Fall 2009

Biology

Change in Admission to Program (Major)

Change the admission requirements to read: 'Recommended criteria for unconditional admission include a 3.0 undergraduate overall grade point average (GPA), a Graduate Record Examination score of 1000 (combined verbal and quantitative), and 12 hours of chemistry (including one semester of organic chemistry or biochemistry).'

Changes effective Summer 2009

Aerospace

Proposed New Course(s)

AERO 6420 **Aviation Safety Investigation**, 3 credit hours, effective Fall 2009

AERO 6430 **Human Factors in Aviation**, 3 credit hours, effective Fall 2009

Other-Consolidation of Degree Programs

Three current options:

- Master of Science in Aviation Administration-Concentration in Airline/Airport Management
- Master of Science in Aviation Administration-Concentration in Aviation Asset Management
- Master of Education in Aerospace Education

Consolidate the three current options into two programs:

- Master of Science in Aviation Administration-Concentration in Aviation Management
- Master of Science in Aviation Administration-Concentration in Aviation Education

Changes to be effective Fall 2009

Elementary and Special Education

Other-Course Changes in Initial Licensure Specialization

Offer ELED 6340, Introduction to Educational Research, in place of FOED 6610, Analysis and Application of Educational Research

Offer ELED 6370, Education and Ethno-cultural Diversity, in place of SPSE 6430, Introduction to Curriculum Development

Changes to be effective Fall 2009

Proposed New Course(s)

SPED 6730 **Methods of Instruction for Students with Autism Spectrum Disorders**, 3 credit hours, effective Fall 2009

Literacy Studies

Proposed New Course(s)

LITS 7200 **Practicum in Literacy Studies**, 1-3 credit hours, effective Summer 2009

Management and Marketing

Proposed New Course(s)

MGMT 6300 **Not-for-Profit Management and Governance**, 3 credit hours, effective Fall 2009

MGMT 6400 **Current Issues in Not-for-Profit Management**, 3 credit hours, effective Fall 2009

MGMT 6550 **Distribution Center Management**, 3 credit hours, effective Fall 2009

Engineering Technology

Other-Restructuring MS Degree

Thesis Option:

1. Thirty hours with at least 21 hours at the 6000 level
2. Eighteen hours core courses to include ET 6010, ET 6190, ET 6300, ET 6390, ET6620, and ET 6710
3. Nine hours concentration-specific courses
4. Three hours ET 6640, Thesis Research
5. As prerequisite, three hours approved research tool, UG or G level

Non-Thesis Option:

1. Thirty-six hours with at least 26 hours at the 6000 level
2. Eighteen hours core courses to include ET 6010, ET 6190, ET 6300, ET 6390, ET 6620, and ET 6710
3. Nine hours concentration-specific courses
4. Three hours from ET 6510 or ET 6910
5. Six hours approved courses
6. As prerequisite, three hours approved research tool, UG or G level

Changes to be effective Fall 2009

Proposed New Course(s)

ET 6700 **Analytical Methods in Engineering Technology**, 3 credit hours, effective Fall 2009