

# GRADUATE COUNCIL MINUTES

## October 24, 2007

The Graduate Council met at 3:00 p.m. in the Garden Level Conference Room of the Sam Ingram Building. Philip Phillips presided as Chair.

### **I. Call to order**

#### **Members present:**

Cosette Collier, Teresa Davis, Clayton Harris, Kevin James, Meagan Flippin, Jane Marcellus, Charlie Baum, Saleh Sbenaty, Mary Lou Veal, and Jane Williams

#### **Ex-Officio members present:**

Michael Allen, Dean, College of Graduate Studies

Peter Cunningham, Interim Associate Dean, College of Graduate Studies

Marc Singer, Professor, Management and Marketing

### **II. Announcements**

#### **A. Dr. Philip Phillips, Chair**

#### **B. Dr. Michael Allen, Vice Provost for Research & Dean, College of Graduate Studies**

Dr. Allen reported on the status of the Science PhD proposals. Efforts are being placed in two main areas at the moment. One area is the total number of hours to acquire the degree, and the other area deals with consistency among the three proposals. In order to be competitive, the Science PhD will be most likely be submitted with a requirement of 72-78 hours post baccalaureate as opposed to the original proposal of 84 hours. Dr. Cunningham is working to have the proposal completed by October 29<sup>th</sup>.

Dr. Allen reported that the College of Graduate Studies hosted the 2007 Tennessee Conference of Graduate Schools (TCGS) on October 14-15, 2007. The event was a success as MTSU has been the model university in Tennessee for the implementation of Banner.

#### **C. Dr. Peter Cunningham, Interim Associate Dean, College of Graduate Studies**

Dr. Cunningham reported that the Graduate Catalog was backed up in Publications and Graphics. Since the Undergraduate and Graduate Catalogs are printed in the same year it creates a huge strain on Publications and Graphics. In an effort to alleviate the workload strain for Publications and Graphics and to have a timely catalog printing, it has been suggested that a one-year Graduate Catalog be distributed this November. Then, begin the next one with the two-

year cycle again. So, the Undergraduate and Graduate Catalogs will be printed on opposite years of one another.

Dr. Cunningham is planning a number of workshops and seminars. Some workshops will include GRE Introduction and Test-Taking Prep, Ways to Finance Graduate School, and How to Apply to Graduate School. Dr. Cunningham plans to reinstate the Thesis/Dissertation Workshop. Each year in late summer/early fall there will be a Graduate Coordinators and Secretaries Seminar. A quarterly Dean's newsletter from the College of Graduate Studies is also in the works.

### **III. Approval of minutes from last meeting—September 26, 2007**

*A motion was made to accept the minutes of the September 26, 2007 meeting. The motion was seconded and passed.*

### **IV. Sub-Committee Reports**

#### **A. Graduate Faculty and Curriculum Review Dr. Mary Lou Veal, Chair**

- Consent Calendar attached
- *A motion was made to accept the consent calendar. The motion was seconded and carried.*

#### **B. Student Affairs and Travel Dr. Kevin James, Chair**

- Dr. James distributed the current accounting of the Graduate Program Enhancement Budget. Beginning with an opening balance of \$32,652.00; 30 student grants and 15 faculty grants have been awarded with a remaining balance of \$13072.58.

#### **C. Policies and Procedures Dr. Jane Williams, Chair**

- Committee met to review the narrative of the Graduate Faculty requirements passed in February 2007. This review included the concerns of the Curriculum and Faculty Review Committee and Graduate Council members at the September meeting.
- Committee made two changes to the narrative of the Graduate Faculty requirements at the request of the Graduate Council—please see narrative regarding eliminating 6000 level courses from Initial Doctoral status and addition of “interdisciplinary programs” in both Doctoral statuses. Graduate Council should approve or amend these changes in the requirements.

- Committee noted that the narrative version of the new requirements on the Graduate Studies website do not reflect the format of the narrative requirements passed in February 2007. Graduate Council should request that the website's narrative version of the requirements be corrected to reflect the intent of the requirements passed by the Graduate Council in February 2007.
- Committee noted that the new application forms (posted July 2007) on the website are incorrect and confusing. Committee recommends that the current forms on the website be discarded and new forms be composed that accurately reflect the wording of the narrative requirements.
- Committee requests that separate forms be composed for each status of graduate faculty membership: (1) initial doctoral (2) doctoral reappointment (3) initial full graduate membership (4) full graduate reappointment (5) associate membership and (6) adjunct status.
- Committee noted that the Graduate Faculty Appointment Chart on the Graduate Studies website is out-of-date. Committee recommends it be removed from the website. If the Graduate Studies staff wishes to compose a new chart it should reflect the Graduate Faculty requirements passed in February 2007.
- Committee recommends that Graduate Studies make the corrections to the website materials and application forms as above mentioned as soon as possible. Once corrections are made, submit them to the Graduate Council for review and approval before posting on the website.
- *A motion was made to accept the recommendations of the Policies and Procedures Committee with minor editorial corrections to the narrative requirements to be approved by Dr. Jane Williams. The motion was seconded and carried.*

**D. Graduate Program Review**  
**Dr. Teresa Davis, Chair**

- No report.

**E. Catalog Committee**  
**Dr. Jackie Eller, Chair**

- No report.

**V. Old Business**

- **Suspension Appeals Committee** met on October 2, 2007 at 9 a.m. Committee consisted of Philip Phillips (Chair), Jane Williams, Jane

Marcellus, Lisa Mitchell (non-voting), and Lynn Parker (non-voting). Five appeals heard.

## **VI. New Business**

- **Faculty Workload Part B**

Dr. Phillips noted that Graduate Faculty are concerned that their work often goes unrecognized as there are activities that cannot be listed on the current Faculty Workload Part B form. The Graduate Council members were charged to review the form and compile a list of items to bring to the November meeting.

- **Summer Supervision of Graduate Students**

Dr Veal expressed concerns from colleagues that there is no workload credit or financial compensation for supervision of Ph.D. students in the summer. The subject was tabled to be further examined by the Council.

There being no further business the meeting was adjourned.

Minutes submitted by: Melissa Hawkins, Recording Secretary

# **Graduate Council – Consent Calendar October 24, 2007**

## **Graduate Faculty Membership**

### **Associate – Initial Appointment Level 1**

Zhijiang Dong / Computer Science

Kevin James / Accounting

Mary Phillips / Accounting

Louis Woods / History

### **Full – Initial Appointment**

Melinda Korzaan / Computer Information Systems

Jane Marcellus / Journalism

### **Full – Re-Appointment**

Nancy Rupprecht / History

Cen Li / Computer Science

### **Doctoral Membership – Initial Appointment**

Ellen Garrison / History

### **Doctoral Membership / Re-Appointment**

Louis Haas / History

## **Curriculum Changes**

### **Health and Human Performance**

#### **Course Number/Title Change**

**HLTH/PHED/REC 5340 Wellness and Healthy Lifestyles change the course title to Fitness Education for the Adult, 3 credit hours, effective Spring 2008**

## **Psychology**

### **Proposed New Courses(s)**

**PSY 6645 Foundations in Health Psychology**, 3 credit hours, effective Spring 2008

**PSY 6650 Positive Psychology**, 3 credit hours, effective Spring 2008

**PSY 6655 Field Study in Health Psychology**, 1 credit hour, effective Spring 2008

### **Other**

**PSY 6710 Community Psychology**, effective Spring 2008

Revise catalog description to reflect current state of field with emphasis in Health Behavior and Promotion;  
Drop prerequisite PSY 6890 (Consultation) as it is no longer relevant.

### **Proposal to Establish Ph.D. in Molecular Biosciences**

Proposal reviewed by Faculty and Curriculum Review Committee.